

ANNUAL REPORT OF THE OFFICERS AND COMMITTEES  
OF THE TOWN OF BROOKLINE, NEW HAMPSHIRE

For Year Ending December 31, 2003



WITH REPORTS OF THE SCHOOL DISTRICT  
For Year Ending June 30, 2003

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2003

## On the Cover

Brookline's now famous Covered Bridge is the subject of this year's Town Report cover picture (photo by Jim Beck).

The first 46 feet of the Covered Bridge came to Brookline in 2001 from its previous location spanning the valley between the COVERED BRIDGE CRAFTS building and its parking lot in Nashua. When the Covered Bridge building was sold we implored the new owner – Hera Development Corp. of Chestnut Hill, Mass. – to donate the structure to the Town of Brookline.

A special expandable tractor-trailer bed was sent up from Cape Cod to transport the Bridge to Brookline complete with WMUR TV coverage of the move.

In 2002, C.L. Farwell Construction painstakingly reproduced the first half of the bridge (making the total length 110 feet) – added to the already present cement abutments that once carried the Boston and Maine Railroad to and from Fresh Pond Ice Company at Lake Potanipo.

A crane was hired to lift the completed bridge to its new resting place spanning the Nissitissit River linking the parcel of land purchased by the Conservation Commission.

The total cost of the project was \$35,153 for moving, adding to and placing the bridge over the river.

It is now a much-photographed scenic spot nestled in the corner of Route 13 and Mason Road. The dedication ceremony took place on August 3, 2003.

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# 2003 ANNUAL TOWN REPORT

## TOWN OFFICERS

### TOWN CLERK/TAX COLLECTOR

(By Ballot)

Nancy B Howard..... Term Expires 2004

### BOARD OF SELECTMEN

(By Ballot)

Linda A Saari..... Term Expires 2004

Clarence L Farwell (appointed)..... Term Expires 2004

Robert M Parodi (appointed)..... Term Expires 2004

Rena J Duncklee, Executive Assistant/Office Manager

### BOARD OF ASSESSORS

(By Ballot)

Peter Cook..... Term Expires 2004

Kevin R. Visnaskas..... Term Expires 2005

Marcia T. Farwell..... Term Expires 2006

Carole Tafe, Secretary

### TOWN TREASURER

(By Ballot)

June Harris..... Term Expires 2004

### MODERATOR

(By Ballot)

Thomas I. Arnold, Jr..... Term Expires 2004

### ROAD AGENT

(By Ballot)

Gerald G. Farwell..... Term Expires 2004

## **FIRE WARDS**

(By Ballot)

Curt Jensen.....	Term Expires 2004
Charles E. Corey.....	Term Expires 2005
David Santuccio .....	Term Expires 2006

## **RECREATION COMMISSION**

(By Ballot)

Melanie Hoffman.....	Term Expires 2004
Carol Anderson Farwell.....	Term Expires 2004
Lou Tiffany.....	Term Expires 2004
Jo Ann Skey.....	Term Expires 2004
Beverly Lynch .....	Term Expires 2006

## **FINANCE COMMITTEE**

(By Ballot)

Betty B Hall.....	Term Expires 2004
Michael Apfelberg.....	Term Expires 2004
Jonathan King.....	Term Expires 2004

## **LIBRARY TRUSTEES**

(By Ballot)

Barbara C. Coon.....	Term Expires 2004
Russell Heinselman .....	Term Expires 2004
Eleanor W. Amidon.....	Term Expires 2005
Phil Chandler.....	Term Expires 2005
Louise Price.....	Term Expires 2006

## **SUPERVISORS OF CHECKLIST**

(By Ballot)

Grace LaBombard.....	Term Expires 2004
Susan Mitchell.....	Term Expires 2006
Cynthia Fottler.....	Term Expires 2008

## **TOWN TRUSTEES**

(By Ballot)

Peter G. Webb.....	Term Expires 2004
Bruce Garvin (appointed).....	Term Expires 2004
John Tomaso.....	Term Expires 2006



**CHIEF OF POLICE**  
(Appointed by Selectmen)

Thomas J. Goulden

Celia Lingley, Administrative Assistant

**AMBULANCE DIRECTOR**  
(Appointed by Selectmen)

Wesley N. Whittier

**EMERGENCY MANAGEMENT DIRECTOR**  
(Appointed by Selectmen)

Wesley N. Whittier

**OVERSEER OF PUBLIC WELFARE**  
(Appointed by Selectmen)

Noreen Crooker

**PLANNING BOARD**  
(Appointed by Selectmen)

Frank Lukovits (Co-Chairman).....	Term Expires 2004
Judy L Cook.....	Term Expires 2004
Linda A. Saari (Selectmen's Representative).....	Term Expires 2004
Richard Randlett (Co Chairman).....	Term Expires 2005
Paul Schaefer.....	Term Expires 2004
Michele Hakala (Alternate).....	Term Expires 2004
Alan Rosenberg (Alternate).....	Term Expires 2004
Jack Olson (Alternate).....	Term Expires 2005
Kim Randall (Alternate).....	Term Expires 2006
Laura Libby (Alternate).....	Term Expires 2006

Valerie Maurer, Secretary

Mark Archambault, NRPC Representative

**BUILDING INSPECTOR**  
(Appointed by Selectmen)

**SOUHEGAN REGIONAL LANDFILL DISTRICT**  
(Appointed by Selectmen)

Judy Rochford.....Term Expires 2006

**ANIMAL CONTROL OFFICER**  
(Appointed by Selectmen)

Leslie Bensinger.....Until Discharged

**BOARD OF ADJUSTMENT**  
(Appointed by Selectmen)

Marcia Farwell (Clerk).....	Term Expires 2004
Charlotte Pogue (Vice Chairman).....	Term Expires 2005
Paul Schaefer Jr.....	Term Expires 2005
Peter Cook (Chairman).....	Term Expires 2006
John Ganos.....	Term Expires 2006
George Foley (Alternate).....	Term Expires 2005

Carole Tafe, Secretary

**CONSERVATION COMMISSION**  
(Appointed by Selectmen)

Laura Libby (Chairman).....	Term Expires 2004
Therry Neilsen-Steinhardt.....	Term Expires 2004
Jay Chrystal.....	Term Expires 2004
Ken Turkington .....	Term Expires 2005
John Frugard.....	Term Expires 2005
Paul Noah.....	Term Expires 2006
Francis Dougherty.....	Term Expires 2006
Steve Fitzgerald (Alternate).....	Term Expires 2004
Betty Hall, (Alternate).....	Term Expires 2005
Kathleen Harvey (Alternate).....	Term Expires 2005

Valerie Maurer, Secretary

**SURVEYOR OF WOOD AND LUMBER**  
(At Meeting)

Clarence L. Farwell..... Term Expires 2004



**MELENDY POND AUTHORITY**  
(At Meeting)

Russell Haight.....	Term Expires 2004
Peter Webb.....	Term Expires 2005
Francis Lafreniere.....	Term Expires 2006
Randolph Haight.....	Term Expires 2007
Peter Cook.....	Term Expires 2008

**SEXTON**  
(At Meeting)

Clarence L. Farwell.....	Term Expires 2004
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**FOREST FIRE WARDEN**  
(Appointed by State)

Charles E. Corey

**HEALTH OFFICER**  
(Appointed by State)

Noreen Crooker

**TREE WARDEN**  
(Appointed by State)

Clarence L. Farwell

## **FEDERAL OFFICIALS**

### **CONGRESSIONAL DELEGATION:**

Senator, Judd Gregg, email address: mailbox@gregg.senate.gov

Senator, John Sununu, email address: mailbox@sununu.senate.gov

### **REPRESENTATIVE SECOND DISTRICT:**

Charles Bass, email address: cbass@mail.house.gov

## **STATE OFFICIALS**

### **GOVERNOR:**

Craig Benson, State House, Concord, 271-2121

### **STATE SENATOR:**

Jane O'Hearn, Nashua, 889-6036

### **EXECUTIVE COUNCILOR:**

David Wheeler, Milford, 672-6062

### **REPRESENTATIVE TO THE GENERAL COURT:**

Thomas I. Arnold, Jr., Brookline, 673-4137

Richard B Drisko, Hollis, 465-2517

Carolyn M Gargas, Hollis, 465-7463

Harry M Haytayan Jr., Hollis, 889-9489

**TOWN WARRANT  
THE STATE OF NEW HAMPSHIRE**

**THE POLLS WILL BE OPEN FROM 7:00 AM TO 7:30 PM  
TUESDAY, MARCH 9, 2004**

**BUSINESS MEETING STARTS AT 7:00 PM ON  
WEDNESDAY, MARCH 10, 2004**

**AT THE CPT. SAMUEL DOUGLASS ACADEMY**

To the inhabitants of the Town of Brookline in the County of Hillsborough in said State, qualified to vote in Town Affairs:

You are hereby notified to meet at the Capt. Samuel Douglass Academy in said Brookline on Tuesday, The ninth (9th) day of March at 7:00 a.m. to act upon the following subjects:

. To choose all necessary Town Officers for the year ensuing.

. **(By Ballot at Meeting)** To see if the Town will vote to raise and appropriate the sum of Five Hundred Thousand Dollars **(\$500,000)** (Gross Budget) for the purchase, by the Town, of land or other property interests therein, for conservation purposes, as the Selectmen deem appropriate and in the best interest of the Town; and to authorize the issuance of not more than Five Hundred Thousand Dollars (\$500,000) of bonds or notes, in accordance with the provisions of the Municipal Finance Act, (RSA 33:1 et seq., as amended) , and, further, to authorize the Selectmen to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and or other terms thereof, and to take any other action they deem appropriate to effectuate the sale and/or issuance of such bonds or notes, subject, however, to the following limitations:

No such bonds or notes shall be issued earlier than July 1, 2004; and,

Any of such bonds or notes shall have appropriate terms and maturities such that no principal or interest payments shall become due and payable prior to January 1, 2005; and,

No such bonds or notes shall be issued with a term of maturity less than ten (10) years.

**PROVIDED, FURTHER**, that the Selectmen **SHALL NOT ISSUE SUCH BONDS OR NOTES** until such time that they have presented to either an annual or special town meeting, a warrant article asking the meeting to ratify, by a simple majority vote, the particular parcel ownership interest chosen by the Selectmen for purchase and said meeting has approved such warrant article.

**(This article requires a 2/3 BALLOT vote to pass, as set forth in RSA 33:8.)** This is a Special Warrant Article and is not intended to lapse at the conclusion of Calendar Year 2004 but is intended to lapse at the conclusion of Calendar Year 2005, if not implemented within that time frame.

Selectmen recommend 2-1.

Finance Committee voted 1-1.

3. To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Town of Brookline and the Brookline Police Officer's Association and to raise and appropriate the sum of **\$10,000** for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year. The amount raised will be incorporated into the police operating budget for accounting purposes. Cost item increases in subsequent years will require approval of a special warrant article at a future Town Meeting.  
Selectmen recommend 3-0.  
Finance Committee recommends 2-0.
4. Shall the Town, if Article 3 is defeated, authorize the governing body to call one Special Town Meeting at its option to address Article 3 cost items only?
5. To see if the Town will raise and appropriate the sum of **\$2,916,495** to defray town charges for the ensuing year and make appropriations of the same.
6. To see if the Town will vote to raise and appropriate the sum of **\$16,875** for legal fees to be paid to an individual for his/her services to act as Prosecutor for the Brookline Police Department, or take any action relative thereto.  
Selectmen do not recommend 3-0.  
Finance Committee does not recommend 2-0.
7. To see if the Town will vote to authorize the selectmen to enter into a three year lease/purchase agreement for \$127,155 for the purpose of leasing a Modular Ambulance for use by the Brookline Ambulance Service, and to raise and appropriate the sum of **\$42,385** for the first year's payment for that purpose, or take any action relative thereto. This lease agreement contains an escape clause.  
Selectmen recommend 3-0.  
Finance Committee recommends 2-0.
8. To see if the Town will vote to raise and appropriate the sum of **\$34,334** for the purchase of two (2) 12-Lead Defibrillators with Digital EKG Transmission capability for the Brookline Ambulance Service, or take any action relative thereto.  
Selectmen recommend 3-0.  
Finance Committee recommends 2-0.
9. To see if the Town will vote to raise and appropriate the sum of **\$2,550** to be deposited into the Ambulance Service Expendable Trust Fund and to authorize the Selectmen and the Ambulance Director as agents to expend as needed. This amount will be offset by a like amount of donations from the Ambulance Service.  
Selectmen recommend 3-0.  
Finance Committee recommends 2-0.

. To see if the Town will vote to authorize the selectmen to enter into a three year lease/purchase agreement for \$31,993 for the purpose of leasing a Four Wheel Drive Vehicle for use by the Brookline Fire Department and to raise and appropriate the sum of **\$10,664** for the first year's payment for that purpose, or take any action relative thereto. This lease agreement contains an escape clause. Selectmen recommend 3-0.  
Finance Committee does not recommend 2-0.

. To see if the Town will vote to raise and appropriate the sum of **\$50,000** for the purpose of road/bridge improvements, or take any action relative thereto. This will be a non lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2007. Selectmen recommend 3-0.  
Finance Committee recommends 2-0.

. To see if the Town will vote to raise and appropriate the sum of **\$15,000** for additional legal expenses, or take any action relative thereto. This will be a non lapsing appropriation and will not lapse until December 31, 2007. Selectmen recommend 3-0.  
Finance Committee recommends 2-0.

. Shall we, pursuant to RSA 72:39-(a) and (b), modify the elderly exemptions from property tax in the Town of Brookline, based on assessed value, for qualified taxpayers, to be as follows: for a person 65 years of age up to 75 years, \$70,000; for a person 75 years of age up to 80 years, \$105,000; for a person 80 years of age or older, \$140,000? To qualify, the person must satisfy all the conditions of RSA 72:39-(a) and (b) that pertain to eligibility for this exemption as well as those contained in any other applicable statute, including, without limitation, that they demonstrate that they have been a New Hampshire resident for a least 5 consecutive years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least 5 years. In addition, the taxpayer must have a net income in each applicable age group of not more than \$30,000 or, if married, a combined net income of less than \$40,000, and own net assets, whether married or not, not in excess of \$75,000, excluding the value of the residence. The limitations contained in RSA 72:40-a, and the prorations contained in RSA 72:41 shall apply. Selectmen recommend 3-0.  
Finance Committee recommends 2-0.  
Board of Assessors recommends 3-0.

. Shall we, pursuant to RSA 72:37-b, adopt an exemption for the disabled? The exemption shall apply to any person who is eligible under Title II or Title XVI of the federal Social Security Act for benefits to the disabled and, further, that a person so eligible on his or her sixty-fifth birthday shall remain eligible for a yearly exemption either in the amount of this exemption or the amount of the elderly exemption granted to the person under RSA 72:39-b, whichever is greater. Said exemption, based on assessed value, for qualified taxpayers shall be \$70,000 and the taxpayer must have a net income of not more than \$30,000 or, if married, a combined net income of not more than \$40,000; and own assets not in excess of \$75,000, excluding the value of the person's residence. To qualify, the person must satisfy all the conditions of RSA 72:37-b, that pertain to eligibility for this exemption as well as those contained in any other applicable statute. The limitations contained in RSA 72:40-a and the prorations contained in RSA 71:41 shall apply.

Selectmen recommend 3-0.  
Finance Committee recommends 2-0.  
Board of Assessors recommends 3-0.

15. Shall we, pursuant to RSA 72:28, increase the veterans' tax credit to a maximum of \$500? To qualify, the person must satisfy all the conditions of RSA 72:28-34 that pertains to eligibility for this credit, as well as those contained in any other applicable statute.  
Selectmen recommend 3-0.  
Finance Committee recommends 2-0.  
Board of Assessors takes no position.

16. Shall we, pursuant to RSA 72:35, increase the service-connected disability tax credit to a maximum of \$2,000. To qualify, the person, or the person's surviving spouse must satisfy all the conditions of RSA 72:35, that pertain to eligibility for this credit, as well as those contained in any other applicable statute. Further, said credit for service-connected total disability shall replace the standard veteran's tax credit in its entirety and shall not be in addition thereto.  
Selectmen recommend 3-0.  
Finance Committee recommends 2-0.  
Board of Assessors takes no position.

17. To see if the Town will vote to accept lots K-28 and K-28-13 (totaling 9.756 acres) as open space land per subdivision plan, case # 2000-12:K-28 (Stickney Brook Estate) as approved by the Planning Board on March 16, 2001. This open space was set aside as part of an open space development subdivision.

18. To receive the reports of agents, auditors, committees, and all other Officers heretofore chosen, and pass any vote relative thereto.

19. To see if the Town will vote to accept the following legacies:

1. The sum of \$600 for the perpetual care of the Keith and Jennifer Alexander Lot #SF-15 in Pine Grove Cemetery;
2. The sum of \$100 for the perpetual care of the Nancy Howard Lot #335 B in Pine Grove Cemetery

20. **(By Petition)** To see if the town will vote to enact the following Conflict of Interest Ordinance, under authority of RSA 31:39a as follows:

## TOWN OF BROOKLINE CONFLICT OF INTEREST ORDINANCE

### SECTION 1 - PREAMBLE

In pursuance of authority conferred by Chapter 31, Section 39a, NH Revised Statutes Annotated, 1955, and for the purpose of ensuring that the Town of Brookline conducts affairs of government in an honest manner, with ethical conduct and without conflict of interest, the citizens of the Town of



bookline enact this ordinance. Recognizing that the mere perception of conflict of interest or unethical behavior is damaging to the confidence of citizens in their town government, this ordinance intended to avoid both actual conflicts of interest as well the mere suspicion of conflicts of interest.

## SECTION 2 - DEFINITIONS

- a) **Business** – A corporation, partnership, sole proprietorship, or other business entity whether or not for profit.
- b) **Family Member** – Any person who is related to a town official in one of the following ways: spouse, domestic partner, parent, grandparent, child, grandchild, sibling, step-child, spouse of child or step-children, or any member of the same household as the town official regardless of whether they are related by blood or marriage.
- c) **Financial Interest** – A monetary or pecuniary interest in a business, entity or matter, whether directly or indirectly, not shared by the public at large.
- d) **Pecuniary Interest** – Any interest in the form of money, property, commercial interest or anything else, the primary significance of which is economic gain. This does not include economic advantage applicable to the public at large, such as tax reduction or increased prosperity of the town.
- e) **Personal Interest** – Any interest in a matter which is other than that of the town official in the course of their public duty and which is more direct than that of the public at large and would influence the action of the public official.
- f) **Town Official** – Any elected or appointed town officer who has the power to vote on issues pertaining to the town, has the authority to dispense public funds, or who participates in the decision-making processes for the town in a capacity other than as a member of the general public.

## SECTION 3 - CONFLICT OF INTEREST

This ordinance is written to establish standards of conduct for town officials. It is declaratory and is to read consistent with the requirements of New Hampshire law and not to create duties less stringent than those required by New Hampshire law.

- a) *Conflict of Interest*: No town official shall participate in the decision-making process of any matter in which the town official or a family member has a direct personal or financial interest.
- b) *Duty to Disclose*: Town officials shall disclose any personal or financial interest in any matter before the town at the earliest opportunity. Such disclosure shall be in writing and will state the nature and extent of their interest in the matter. All disclosures of conflict of interest shall be filed with the Town Clerk and available for public review.

- c) *Duty to Recuse*: Town officials shall recuse themselves and not participate further in any matter in which they have a personal or financial interest.
- d) *Incompatible Offices*: No town official or family member shall hold two offices that are statutorily incompatible with one another as defined in RSA 669:7. No town official may hold an office if recusal due to a conflict of interest will materially affect the ability of the town official to discharge the duties of their office.
- e) *Undisclosed Conflict*: Any citizen or town official that believes a town official has an undisclosed conflict of interest shall bring to the attention to the Board of Selectmen any such conflict in writing. If the town official in question agrees that a conflict exists, the town official in question shall fully disclose the nature of their interest in the matter and immediately recuse themselves from further participation in that matter. If the town official in question does not feel a conflict exists, the matter will be referred to the Town Moderator who will convene a conduct board. The Board of Selectmen shall vote on a course of action once the conduct board returns a written recommendation.
- f) *Exemption for Existing Officials*: Pursuant to RSA 31:39a, town officials holding an office at the time this ordinance goes into effect are exempt from the provisions of this ordinance for a period of 90 days. Elected town officials, or those officials appointed to fill an elected position, holding an incompatible office at the time this ordinance goes into effect will be allowed to serve out the balance of their elected term, but they will remain bound by the remaining provisions of this ordinance to disclose conflicts of interest and recuse themselves following the expiration of the 90 day exemption.
- g) *Conduct Board*: A conduct board shall be established and convened at the direction of the Town Moderator for the purpose of investigating any alleged conflict of interest and to determine the extent of such a conflict of interest. The board shall consist of the Town Moderator as a non-voting chair and three (3) voting members, composed of a Town Trustee, a member of the Board of Selectmen, and a member of the Finance Committee. The Town Moderator will appoint members to the conduct board at the time it is convened, selecting members that themselves do not have a conflict of interest with the town official in question. If the Town Moderator is the official in question, the board of Selectmen will appoint a non-voting chair in place of the Town Moderator. Once convened, the conduct board will review the facts of the case before them and return a recommendation for action to the Board of Selectmen. At a minimum, the conduct board shall return an opinion as to whether or not a Conflict of interest actually exists between the Town and the town official in question, but it may also make recommendations for further action if they find the non-disclosure was intentional or if the conflict is significant and recurring. The conduct board may recommend to the Board of Selectmen that the town official in question be removed from office if recusal on the matter in question will materially affect the ability of the town official to discharge the duties of their office, or if the non-disclosure of the conflict was intended to deceive. Once convened, the conduct board shall return a written report to the Board of Selectmen as expeditiously as possible.

- h) *Divisibility*: If any provision of this ordinance is overturned or deemed inappropriate by a court of law having jurisdiction over this ordinance, all remaining provisions of this ordinance will remain in effect.

1. To transact any other business that may legally come before said meeting.

2. **(By Ballot)** Shall we, pursuant to RSA 202-A:11-a, permit the public library to retain all money it receives from its income-generating equipment to be used for general repairs and upgrading and for the purchase of books, supplies and income-generating equipment?

3. **(By Ballot)** “Are you in favor of Amendment No.1 as proposed by the Planning Board for the Town of Brookline Zoning Ordinance as follows:

Amend section **1700.00**, Home Businesses, to provide for the granting of home business permits by special permit from the Planning Board pursuant to the authority of RSA 674:21, as well as to clarify other sections of the home business ordinance. The amended home business ordinance has more specific standards and addresses permitted uses in greater detail than the existing ordinance.

Amend Section **602.00**, Uses Permitted in the Residential-Agricultural District, to provide a new Subsection **602.01**, Uses Permitted by Special Permit, to provide for the granting of special permits by the Planning Board for home businesses that meet the criteria of section 1700. This would also delete the existing reference to home businesses in section 602.00(e) and move it to 602.01.

Amend Section **200.22**, Definitions, to include a new definition of home business consistent with the amended Home Business section of the zoning ordinance.

**Note:** The purpose of these amendments is to remove ambiguities in the existing home business ordinance and clarify the process and criteria for Planning Board review.  
(The Planning Board unanimously approves this amendment)

24. **(By Ballot)** “Are you in favor of Amendment No 2 as proposed by the Planning Board for the Town of Brookline Zoning Ordinance as follows:

Delete Section **1105.01** of Special Provisions in its entirety so as not to allow the use of wetlands to satisfy minimum lot size requirements and renumber subsequent sections.

Delete Section **603.05(f)** of the Back Lots provisions so as not to allow the use of wetlands to satisfy minimum lot size requirements for back lots.

Add a new Section **1106.01(c)**, to provide for special exception review by the Zoning Board of Adjustment to allow up to 25% of the required minimum lot size to be wetlands for unimproved lots which existed prior to March 10, 2004.

Amend Section **1103.04** Existing Unimproved Lots, to state that the ordinance shall also not prohibit the use of wetlands to satisfy 25 percent of minimum lot size on unimproved lots that were approved for subdivision by the Planning Board or which otherwise legally existed on or before March 10, 2004.

**Note:** The purpose of these amendments is to not allow wetland areas to be counted towards the minimum required lot sizes of the Brookline Zoning Ordinance and to “grandfather” existing lots from this more stringent requirement as long as they obtain approval from the ZBA.  
(The Planning Board approves this amendment by a vote of 3 in favor, 2 opposed)

**25. (By Ballot)** “Are you in favor of Amendment No. 3 as proposed by the Planning Board for the Town of Brookline Zoning Ordinance as follows:

Amend Section **2100.00, Impact Fees**, to reference and describe the factors used to calculate the impact fee schedules, as well as to provide for the collection of off-site improvements, as distinct from impact fees, to address specific capital improvements necessitated by development.

**Note:** The purpose of this amendment is to fine-tune the impact fee ordinance to describe the factors used in calculating the actual impact fees and to make a distinction between impact fees and off-site improvements.  
(The Planning Board unanimously approves this amendment)

Given under our hands and seal this ninth (9th) day of February, in the year of our Lord Two Thousand and Four

\_\_\_\_\_  
Linda A Saari

\_\_\_\_\_  
Clarence L Farwell

\_\_\_\_\_  
Robert M Parodi

Selectmen of Brookline

A True Copy of Warrant, attest:

\_\_\_\_\_  
Linda A Saari, Chairman

\_\_\_\_\_  
Clarence L Farwell

\_\_\_\_\_  
Robert M Parodi

It is our practice to recess at 11:00 pm; however, we will continue if it appears that the meeting will not extend beyond 12:00.

# BUDGET OF THE TOWN OF BROOKLINE NH

## APPROPRIATIONS AND ESTIMATES OF REVENUE FOR THE ENSUING YEAR

JANUARY 1, 2004 - DECEMBER 31, 2004

	Appropriated 2003	Expended 2003	Gross Proposed 2004
<b>GENERAL GOVERNMENT</b>			
Executive	\$129,300	\$122,649	\$137,050
Election, Reg. & Vit. Statistics	\$3,064	\$3,519	\$6,675
Financial Administration	\$99,550	\$97,087	\$109,078
Revaluation of Property	\$51,800	\$45,457	\$16,000
Legal Expenses	\$10,000	\$10,779	\$10,000
Personnel Administration	\$187,850	\$181,239	\$218,685
Planning & Zoning	\$55,803	\$46,293	\$49,554
General Government Buildings	\$97,441	\$89,486	\$94,198
Cemeteries	\$15,500	\$15,500	\$16,000
Insurance	\$41,850	\$48,749	\$48,850
Advertising & Reg. Ass'n	\$2,717	\$2,717	\$2,840
Cable Access	\$20,500	\$10,118	\$11,200
<b>PUBLIC SAFETY</b>			
Police Department	\$503,963	\$449,028	\$499,060
Ambulance Service	\$101,598	\$98,042	\$100,961
Fire Department	\$179,636	\$179,336	\$172,400
Building Inspection	\$14,552	\$17,139	\$22,126
Emergency Management	\$9,946	\$9,483	\$10,323
Communication Center	\$78,950	\$78,722	\$81,900
<b>HIGHWAYS &amp; STREETS</b>			
Highways & Streets	\$423,880	\$449,914	\$440,000
Street Lighting	\$7,000	\$6,003	\$7,000
<b>SANITATION</b>			
Solid Waste Disposal	\$239,773	\$236,953	\$258,669
<b>HEALTH</b>			
Pest Control	\$5,764	\$3,604	\$5,700
Health Agencies	\$12,510	\$12,510	\$13,545



**WELFARE**

Direct Assistance	\$7,200	\$9,492	\$9,000
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**PARKS & RECREATION**

Parks & Recreation	\$42,419	\$23,048	\$48,180
Library	\$117,647	\$117,647	\$134,110
Patriotic Purposes	\$1,000	\$703	\$1,000

**CONSERVATION**

Conservation Commission	\$12,313	\$12,313	\$13,653
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**DEBT SERVICE**

Principal-Long Term Bonds & Notes	\$126,500	\$126,500	\$255,000
Interest-Long Term Bonds & Notes	\$34,649	\$34,648	\$123,738

<b>TOTAL OPERATING BUDGET:</b>	<b>\$2,634,675</b>	<b>\$2,538,678</b>	<b>\$2,916,495</b>
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**CAPITAL OUTLAY**

Ambulance Facility, Art. 3, Bond	\$1,417,500	\$173,641	
Conservation Land, Art. 5, Bond	\$500,000	\$0	
Expand Pine Grove Cemetery, Art. 18	\$25,000	\$25,000	
Fire Dept., Air Bags, Art. 20	\$5,500	\$5,470	
Amb. Exp. Trust Fund, Art. 21	\$11,835	\$11,835	

<b>TOTALS INCL. WARRANT ART.</b>	<b>\$4,594,510</b>	<b>\$2,754,624</b>	
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The proposed 2004 budget does not include any warrant articles that may be approved at the 2004 Town Meeting



	Estimated Revenue 2003	Actual Revenue 2003	Estimated Revenue 2004
<b>SOURCES OF REVENUE</b>			
Yield Taxes	\$11,000	\$18,300	\$12,000
Interest & Penalties on Taxes	\$20,000	\$22,202	\$20,000
Excavation Tax	\$2,637	\$2,637	\$2,500
<b>LICENSES, PERMITS AND FEES</b>			
Motor Vehicle Permit Fees	\$730,000	\$755,000	\$770,000
<b>FROM STATE</b>			
Shared Revenue	\$18,291	\$18,291	\$19,000
Meals & Rooms	\$131,097	\$131,097	\$130,000
Highway Block Grant	\$96,371	\$96,371	\$96,000
Other (Rd.Toll, FEMA, etc.)	\$14,467	\$14,473	\$2,200
<b>CHARGES FOR SERVICES</b>			
Income from Departments	\$170,000	\$150,372	\$201,300
<b>MISCELLANEOUS REVENUES</b>			
Sale of Municipal Property	\$700	\$687	\$100
Interest on Investments	\$57,000	\$25,970	\$25,000
<b>INTEFUND OPERATING TRANSFERS IN</b>			
From Trust & Agency Funds	\$11,835	\$11,835	\$2,500
<b>OTHER FINANCING SOURCES</b>			
Unreserved Fund Balance	\$182,983	\$182,983	\$100,000
<b>TOTAL REVENUES AND CREDITS</b>	<b>\$1,446,381</b>	<b>\$1,430,218</b>	<b>\$1,380,600</b>

## SUMMARY INVENTORY OF VALUATION - 2003

Value of Land Only	
Current Use (at current use values)	\$430,925
Discretionary Easement (at current use value)	\$2,796
Residential	\$140,748,000
Commercial/Industrial	\$5,104,200
Total of Taxable Land	\$146,285,921
Value of Buildings Only	
Residential	\$245,760,200
Manufactured Housing	\$900,300
Commercial/Industrial	\$11,467,600
Total of Taxable Buildings	\$258,128,100
Public Utilities	\$2,662,967
Valuation Before Exemptions	\$407,076,988
Blind Exemptions (5) \$15,000	\$75,000
Elderly Exemption (8) \$525,000	\$525,000
Net Valuations on Which Tax Rate for Municipal, County & Local Education Tax is Computed	\$406,476,988
Less Public Utilities	\$2,662,967
Net Valuation without utilities on which tax rate for state education is computed	\$403,814,021
Total Number of Acres Receiving Current Use	5,642.99
Number of Individuals Granted Elderly Exemptions in 2003	
3 @ \$50,000	
1 @ \$75,000	
3 @ \$100,000	

## STATEMENT OF APPROPRIATIONS - 2003

Executive.....	\$129,300
Election, Registration & Vital Statistics.....	\$3,064
Financial Administration.....	\$99,550
Revaluation of Property.....	\$51,800
Legal Expenses.....	\$10,000
Personnel Administration.....	\$187,850
Planning and Zoning.....	\$55,803
General Government Buildings.....	\$97,441
Cemeteries.....	\$15,500
Expand Pine Grove Cemetery, Art. 18.....	\$25,000
Insurance.....	\$41,850
Advertising & Regional Association.....	\$2,717
Cable Access Fund.....	\$20,500
Police Department + Art. 11.....	\$503,963
Ambulance.....	\$101,598
Ambulance Facility, Art. 2.....	\$1,392,500
Ambulance Facility Bond Interest, Art 2.....	\$25,000
Ambulance Expendable Trust, Art. 21.....	\$11,835
Fire Department.....	\$179,636
Fire Dep., Air bags, Art. 20.....	\$5,500
Communication Center.....	\$78,950
Building Inspection.....	\$14,552
Emergency Management.....	\$9,946
Highways, Streets & Bridges.....	\$423,880
Street Lighting.....	\$7,000
Solid Waste Disposal.....	\$239,773
Pest Control.....	\$5,764
Health Agencies.....	\$12,510
Direct Assistance.....	\$7,200
Parks and Recreation.....	\$42,419
Library.....	\$117,647
Patriotic Purposes.....	\$1,000
Conservation Commission.....	\$12,313
Land Acquisition, Art. 5.....	\$500,000
Debt Service, Principal.....	\$126,500
Debt Service, Interest.....	\$34,649
 Total Appropriations.....	 \$4,594,510
 Less: Estimated Revenue and Credits:.....	 \$2,271,731
Taxes:	
Timber Tax.....	\$11,000
Interest on Delinquent Taxes.....	\$20,000
Excavation Tax.....	\$2,637
Licenses,d Permits & Fees	
Motor Vehicle Permit Fees.....	\$730,000

From State:	
Shared Revenue.....	\$18,291
Meals & Rooms.....	\$131,097
Highway Block Grant.....	\$96,371
Other .....	\$14,467
Charges for Services:	
Income from Departments.....	\$170,000
Misc. Revenues:	
Sale of Municipal Property.....	\$700
Interest on Deposits.....	\$57,000
Interfund Operating Transfers In	
From Trust & Agency Funds, Art. 21.....	\$11,835
Other Financing Sources	
Proc. From Long Term Bonds, Art. 3, 5.....	\$1,892,500
Unreserved Fund Balance.....	\$182,983
Total Revenues and Credits:.....	\$3,338,881
Appropriations.....	\$4,594,510
Less: Revenues.....	\$3,338,881
Less: Shared Revenues.....	\$9,170
Add: Overlay.....	\$75,658
War Service Credits.....	\$12,900
Net Town Appropriations:.....	\$1,335,017
Due to Local School.....	\$5,004,539
Due to Regional School.....	\$4,269,923
Less: Adequate Education Grant.....	(\$2,345,005)
Less: State Education Taxes.....	(\$1,529,554)
Net School Appropriations.....	\$5,399,903
Due to County.....	\$467,324
Less: Shared Revenue.....	(\$2,636)
Net County Appropriation.....	\$464,688
Total Property Taxes Assessed.....	\$8,729,162
Less: War Service Credits.....	(\$12,900)
Total Property Tax Commitment.....	\$8,716,262
Tax Rate for 2003:	\$21.50 per thousand
Breakdown of 2003 Tax Rate;	
Town	\$ 3.29
County	\$ 1.14
School	\$13.28
State	\$ 3.79
Total:	\$21.50

## 2003 Report of the Board of Selectmen

Brookline continues to grow as do the efforts of the Town's employees, volunteers, Commissions and Boards to maintain a high level of service to citizens while preserving Brookline's rural character and attempting to manage costs.

The Board of Selectmen underwent considerable change this year with the resignation of Tim McCoy in August, 2003 and the resignation of Harry Rogers in September, 2003. The board was encouraged by the number of residents who came forward and were willing to fill each seat. Tim McCoy's seat was filled by the appointment of Clarence Farwell and Harry Rogers' seat was filled by the appointment of Bob Parodi. We thank Harry and Tim for their distinguished service.

Some of the accomplishments and notable events for 2003 included:

- Acquisition of land for the ambulance facility and start of construction of the facility known as the Safety complex.
- Completion of the acquisition of the 150 acre Whitcomb parcel by the Conservation Commission as approved by the 2003 Town Meeting and the acquisition of three additional parcels totaling 34 acres.
- Completion of negotiations of the second year of a two year agreement with the Brookline Police Association to present a Collective Bargaining agreement to the 2004 Town Meeting.
- Continuation of the efforts of the Facility Study Committee formed in 2002 to address the space needs of the town.
- Continuation of the contract negotiations with Charter Communications in conjunction with the Cable Consortium Committee and the Town of Hollis.
- Continuation of the Capital Improvements Committee and adoption of an updated Capital Improvements Plan by the Planning Board.
- Interior renovations to the town hall were continued including the refinishing of the lower town hall floor and the Souhegan Karate Club's donation of new shades in the upper town hall.
- In an effort to control cost and liabilities, the transfer station continued to charge fees for certain large and construction-related items as well as increasing the focus on recycling.
- In an effort to increase revenue, the building permit fees were increased.
- A contract with the Town of Hollis for dispatching services for the Town of Brookline was renewed.
- A new mutual aid agreement and contract were finalized to continue to provide ambulance service with the Town of Mason.
- Increase in the number of hours of cable access programming including public meetings and school events.
- Increase in the programs at the Library to accommodate the growing population.

- Continued improvements in policy documentation, including updates to the Personnel Plan and Appointments Policy to insure that future Boards will have documentation of known practices to use or improve upon.
- In June of 2003 the Selectmen were honored to host the Brookline Historical Society presentation of the Boston Post Cane to long time resident, 104 year old Dotty Cook.
- Dedication of the Nissitissit Bridge in August of 2003.

Brookline enjoys indispensable service from its volunteer Ambulance Service, Fire Department, Cable Advisory Committee, Planning Board, Zoning Board, Recreation Commission, Conservation Commission, Library Trustees, Finance Committee and Library Trustees. We thank all who are active in Youth Sports, the Library, the Fourth of July Parade and Fireworks, Christmas Tree Lighting and Luminary, Old Home Days, October Eve and the Fishing Derby. Thanks to these volunteers Brookline is a growing community that will always be a small town.

The Selectmen wish to recognize the efforts of Russ Heinselman for his continued and invaluable assistance with our computer systems, June Harris as Town Treasurer; Wes Whittier for serving as interim building inspector and clerk of the works for the new ambulance facility, Al Finethy for serving as interim building inspector, and Betty Hall, Mike Apfelberg, and Jonathan King, our finance committee members for assistance in the town budgeting process.

The Town of Brookline, by and through its Selectmen, especially wish to recognize all of its community members who have served and are presently serving with honor and distinction in the Armed Services in defense of our freedoms. We wish all of them the very best.

Respectfully submitted,

Brookline Board of Selectmen

Linda A. Saari, Chair

Clarence L. Farwell

Robert M. Parodi



COMPARATIVE STATEMENT OF APPROPRIATIONS  
FISCAL YEAR ENDING DECEMBER 31, 2003

TITLE OF APPROPRIATION	2003 APPRO.	RECEIPTS AND REIMB.	TOTAL AMOUNT AVAILABLE	EXPENDITURES	UNEX.BAL. OR OVER DRAFT
Executive	\$129,300	\$1,772	\$131,072	\$122,649	\$8,423
Election, Registration & Vital Statistics	\$3,064	\$125	\$3,189	\$3,519	(\$330)
Financial Administration	\$99,550	\$18,719	\$118,269	\$97,087	\$21,182
Revaluation of Property	\$51,800	\$0	\$51,800	\$45,457	\$6,343
Legal Expense	\$10,000	\$0	\$10,000	\$10,779	(\$779)
Personnel Administration	\$187,850	\$22,243	\$210,093	\$181,239	\$28,854
Planning & Zoning	\$55,803	\$24,646	\$80,449	\$46,293	\$34,156
General Government Buildings	\$97,441	\$0	\$97,441	\$89,486	\$7,955
Cemeteries	\$15,500	\$0	\$15,500	\$15,500	\$0
Insurance	\$41,850	\$4,673	\$46,523	\$48,749	(\$2,226)
Advertising & Regional Association	\$2,717	\$0	\$2,717	\$2,717	\$0
Cable Access	\$20,500	\$26,675	\$47,175	\$10,118	\$37,057
Police Department & Art. 11	\$503,963	\$31,727	\$535,690	\$449,028	\$86,662
Ambulance Service	\$101,598	\$4,398	\$105,996	\$98,042	\$7,954
Fire Department	\$179,636	\$2,904	\$182,540	\$179,336	\$3,204
Communication Center	\$78,950	\$0	\$78,950	\$17,139	\$61,811
Building Inspection	\$14,552	\$29,249	\$43,801	\$9,483	\$34,318
Emergency Management	\$9,946	\$0	\$9,946	\$78,722	(\$68,776)
Highways, Streets & Bridges	\$423,880	\$200	\$424,080	\$449,914	(\$25,834)
Street Lighting	\$7,000	\$0	\$7,000	\$6,003	\$997
Solid Waste Disposal	\$239,773	\$22,745	\$262,518	\$236,953	\$25,565
Pest Control	\$5,764	\$2,611	\$8,375	\$3,604	\$4,771
Health Agencies	\$12,510	\$0	\$12,510	\$12,510	\$0
Direct Assistance	\$7,200	\$0	\$7,200	\$9,492	(\$2,292)
Parks & Recreation	\$42,419	\$11,555	\$53,974	\$23,048	\$30,926
Library	\$117,647	\$0	\$117,647	\$117,647	\$0
Patriotic Purposes	\$1,000	\$0	\$1,000	\$703	\$297
Conservation Commission	\$12,313	\$0	\$12,313	\$12,313	\$0
Principal - Long Term Bonds	\$126,500	\$0	\$126,500	\$126,500	\$0
Interest - Long Term Bonds	\$34,649	\$0	\$34,649	\$34,648	\$1
Total operating budget:	\$2,634,675	\$204,242	\$2,838,917	\$2,538,678	\$300,239

Ambulance Facility, Art. 2	\$1,392,500	\$173,641
Ambulance Facility Bond Interest, Art. 2	\$25,000	\$0
Land Acquisition, Art. 5	\$500,000	\$0
Expand Pine Grove Cemetery, Art. 18	\$25,000	\$25,000
Ambulance Expendable Trust, Art. 21	\$11,835	\$11,835
Fire Dept., Air Bags, Art. 20	\$5,500	\$5,470
<b>Totals including warrant articles:</b>	<b>\$4,594,510</b>	<b>\$2,754,624</b>

December 31, 2002 (Audited)						
ASSETS AND OTHER DEBITS						
	Governmental Fund Types			Fiduciary Fund Types Trust and Agency	Account Group General Long-Term Debt	Total (Memorandum Only)
	General	Special Revenue	Capital Project			
Assets						
Cash & Equivalents	\$158,088	\$45,727		\$10,217		\$214,032
Investments	\$2,721,229	\$360,674		\$280,607		\$3,363,119
Receivables (Net of Allowance for Uncollectible)				\$609		
Taxes	\$353,631					\$353,631
Accounts	\$2,070					\$2,070
Interfund Receivable		\$19,545		\$2,190,027		\$2,210,147
Other Debits		\$575				
Amount to be Provided for Retirement of General Long-Term Debt					\$1,060,008	\$1,060,008
TOTAL ASSETS AND OTHER DEBITS	\$3,235,593	\$425,946		\$609	\$2,480,851	\$7,203,007
LIABILITIES AND EQUITY						
LIABILITIES						
Accounts Payable	\$10,957					\$10,957
Accrued Payroll and Benefits	\$18,655					\$18,655
Intergovernmental Payable				\$2,190,027		\$2,190,027
Interfund Payable	\$2,209,572			\$575		\$2,210,147
Escrow and Performance Deposits				\$91,907		\$91,907
Deferred Revenue	\$60,783					\$60,783
General Obligation Bond Payable					\$836,500	\$836,500
Capital Lease Payment					\$223,508	\$223,508
Total Liabilities	\$2,299,967	\$0		\$575	\$2,281,934	\$5,642,484
Equity						
Fund Balances						
Reserved for Encumbrances		\$77,643				\$77,643
Reserved for Endowments				\$111,551		\$111,551
Reserved for Special Purposes				\$87,366		\$87,366
Unreserved						
Designated for Special Purposes						
Undesignated (Deficit)	\$857,983	\$425,946		(\$4,436)		\$425,946
Total Equity	\$935,626	\$425,946		\$34	\$198,917	\$1,560,523
TOTAL LIABILITIES AND EQUITY	\$3,235,593	\$425,946		\$609	\$2,480,851	\$7,203,007

STATEMENT OF BONDED DEBT  
FIRE STATION ADDITION & RENOVATIONS

Original Amount Bonded::	\$250,000
Five (5) Year Bond @ 5.12%	\$39,327
Less: Principal Paid in 2001	-\$50,000
Less: Interest Paid in 2001	-\$13,702
Less: Principal Paid in 2002	-\$50,000
Less: Interest Paid in 2002	-\$10,250
Less: Principal Paid in 2003	-\$50,000
Less: Interest Paid in 2003	-\$7,680
Less: Principal Paid in 2004	-\$50,000
Less: Interest Paid in 2004	-\$5,125
Less: Principal Paid in 2005	-\$50,000
Less: Interest Paid in 2005	-\$2,562
Balance 12/31/2005	\$0

STATEMENT OF BONDED DEBT  
LAND ACQUISITION

Original Amount Bonded::	\$145,000
Ten (10) Year Bond @ 4.30%	\$33,777
Less: Principal Due in 2002	-\$15,000
Less: Interest Due in 2002	-\$6,582
Less: Principal Due in 2003	-\$15,000
Less: Interest Due in 2003	-\$5,520
Less: Principal Due in 2004	-\$15,000
Less: Interest Due in 2004	-\$4,901
Less: Principal Due in 2005	-\$15,000
Less: Interest Due in 2005	-\$4,282
Less: Principal Due in 2006	-\$15,000
Less: Interest Due in 2006	-\$3,665
Less: Principal Due in 2007	-\$15,000
Less: Interest Due in 2007	-\$3,045
Less: Principal Due in 2008	-\$15,000
Less: Interest Due in 2008	-\$2,426
Less: Principal Due in 2009	-\$15,000
Less: Interest Due in 2009	-\$1,781
Less: Principal Due in 2010	-\$15,000
Less: Interest Due in 2010	-\$1,125
Less: Principal Due in 2011	-\$10,000
Less: Interest Due in 2011	-\$450
Balance on 12/31/2011	\$0

STATEMENT OF BONDED DEBT  
LAND ACQUISITION

Original Amount Bonded::	\$556,500
Five (10) Year Bond @ 3.8%	\$115,216
Less: Principal Paid in 2003	-\$61,500
Less: Interest Paid in 2003	-\$21,441
Less: Principal Paid in 2004	-\$60,000
Less: Interest Paid in 2004	-\$18,100
Less: Principal Paid in 2005	-\$55,000
Less: Interest Paid in 2005	-\$16,300
Less: Principal Paid in 2006	-\$55,000
Less: Interest Paid in 2006	-\$14,650
Less: Principal Paid in 2007	-\$55,000
Less: Interest Paid in 2007	-\$12,725
Less: Principal Paid in 2008	-\$55,000
Less: Interest Paid in 2008	-\$10,800
Less: Principal Paid in 2009	-\$55,000
Less: Interest Paid in 2009	-\$8,600
Less: Principal Paid in 2010	-\$55,000
Less: Interest Paid in 2010	-\$6,400
Less: Principal Paid in 2011	-\$55,000
Less: Interest Paid in 2011	-\$4,200
Less: Principal Paid in 2012	-\$50,000
Less: Interest Paid in 2012	-\$2,000
Balance on 12/31/2012	\$0



STATEMENT OF BONDED DEBT  
AMBULANCE FACILITY - SAFETY COMPLEX

Original Amount Bonded::	\$1,285,000
Five (20) Year Bond @ 4.58%	\$616,202
Less: Principal Paid in 2004	-\$65,000
Less: Interest Paid in 2004	-\$63,764
Less: Principal Paid in 2005	-\$65,000
Less: Interest Paid in 2005	-\$55,263
Less: Principal Paid in 2006	-\$65,000
Less: Interest Paid in 2006	-\$52,662
Less: Principal Paid in 2007	-\$65,000
Less: Interest Paid in 2007	-\$50,063
Less: Principal Paid in 2008	-\$65,000
Less: Interest Paid in 2008	-\$47,463
Less: Principal Paid in 2009	-\$65,000
Less: Interest Paid in 2009	-\$44,862
Less: Principal Paid in 2010	-\$65,000
Less: Interest Paid in 2010	-\$41,613
Less: Principal Paid in 2011	-\$65,000
Less: Interest Paid in 2011	-\$38,362
Less: Principal Paid in 2012	-\$65,000
Less: Interest Paid in 2012	-\$35,113
Less: Principal Paid in 2013	-\$65,000
Less: Interest Paid in 2013	-\$31,863
Less: Principal Paid in 2014	-\$65,000
Less: Interest Paid in 2014	-\$28,612
Less: Principal Paid in 2015	-\$65,000
Less: Interest Paid in 2015	-\$26,662
Less: Principal Paid in 2016	-\$65,000
Less: Interest Paid in 2016	-\$23,412
Less: Principal Paid in 2017	-\$65,000
Less: Interest Paid in 2017	-\$20,162
Less: Principal Paid in 2018	-\$65,000
Less: Interest Paid in 2018	-\$16,913

Less: Principal Paid in 2019	-\$65,000
Less: Interest Paid in 2019	-\$13,825
Less: Principal Paid in 2020	-\$65,000
Less: Interest Paid in 2020	-\$10,738
Less: Principal Paid in 2021	-\$60,000
Less: Interest Paid in 2021	-\$7,650
Less: Principal Paid in 2022	-\$60,000
Less: Interest Paid in 2022	-\$4,800
Less: Principal Paid in 2023	-\$60,000
Less: Interest Paid in 2023	-\$2,400
Balance 12/31/2023	\$0

**SCHEDULE OF TOWN PROPERTY  
AS OF DECEMBER 31, 2003**

<b>DESCRIPTION</b>	<b>VALUE</b>
F-80 - Richard Maghakian Memorial School	\$2,667,700
F-116 - Ambulance, Land & Building	\$172,900
F-132 - Frances Dr. Ball Park	\$109,500
H-31 - Town Hall, Land and Building	\$554,700
Town Hall, Furniture & Equipment	\$150,000
H-31 - Fire Station	\$393,100
Fire Station - Equipment	\$351,750
H-59 - Library, Land and Building	\$421,600
Library, Furniture & Equipment	\$348,600
K-84 - Cpt. Samuel Douglass Academy	\$3,641,500
L-35 - Max Cohen Memorial Grove	\$165,300
 All Lands & Blds acq. through Tax Collector Deeds	
B-37	\$20,400
B-49	\$1,500
C-3	\$63,000
D-31	\$11,900
D-37	\$3,000
D-96	\$7,200
F-17	\$36,400
F-118	\$1,200
G-65	\$300
H-43	\$60,800
H-70	\$13,800
H-71	\$8,600
J-2	\$89,000
J-35	\$93,800
J-54	\$83,300
J-58	\$7,000
 All Other Property and Equipment	
B-14	\$83,400
B-34	\$171,000
B-35	\$28,400
B-54	\$7,500
B-65-10	\$84,900
B-65-11 - Palmer Land	\$242,400
B-55 - Melendy Pond Authority	\$427,500
B-73	\$19,100
B-94 - Morrill Land	\$137,500
B-96	\$2,800
C-11	\$10,400
C-12 - Transfer Station	\$116,400
C-25	\$230,000
C-49	\$30,900
D-4	\$81,700
D-18-5	\$54,800
D-18-25 - Fire Pond	\$2,000
D-25	\$49,300

D-25-4 (Mountain Road field)	\$4,700
D-39 (Cemetery)	\$48,000
D-52-53	\$48,000
D-57-7	\$19,000
D-91	\$81,300
D-93 - Fire Pond	\$700
F-63	\$153,500
F-107	\$14,700
F-109	\$4,200
F-110	\$10,100
F-111	\$13,000
F-141	\$60,000
F-144 - Historical Society	\$128,500
F-155	\$100,000
F-158	\$18,900
G-20	\$89,000
G-61-30	\$2,800
H-67	\$123,400
H-108 (Cemetery)	\$90,200
H-144	\$21,500
H-145	\$20,400
H-149	\$17,800
J-30-2-5	\$8,200
J-33-11	\$87,900
J-39	\$124,700
J-39-45	\$27,200
J-39-46	\$80,200
K-58 (Conservation Commission)	\$12,800
K-66-18	\$77,400
K-66-20	\$108,700
K-80	\$11,500
K-101	\$115,500
K-101-5	\$46,600
K-101-16	\$4,700
L-13 (Cemetery)	\$76,300
<b>TOTAL:</b>	<b>\$13,109,250</b>

# TOWN MEETING MINUTES, BROOKLINE NH

MARCH 11, 12, 13, 2003

The meeting was opened at 7:00 AM on March 11 by Moderator Thomas I Arnold Jr. The ballot box was verified to be empty, the ballots were distributed, and the polls were opened under Article I.

Ballot clerks were as follows: Virginia Kerouac (Inspector of Election)  
Robert Parodi  
Lisa Wilson  
Louise Price (Inspector of Election)  
Phil /MarjorieChandler  
Peggy Hall

Polls closed at 7:30 PM.

Total names on checklist: 2408

Total ballots cast 570

Absentee voters 8

Total votes

578

**ARTICLE 1.** Results of balloting as follows, with various write-ins omitted.

For Town Clerk/Tax Collector	<b>Nancy B Howard</b>	<b>536</b>
For Selectman - 3 years	<b>Harry Rogers</b>	<b>488</b>
For Assessor - 3 years	<b>Marcia T Farwell</b>	<b>425</b>
For Town Treasurer	<b>June Harris</b>	<b>503</b>
For Road Agent	<b>Gerald G Farwell</b>	<b>456</b>
For Town Trustee - 3 years	<b>Clarence L Farwell</b>	<b>430</b>
For Fire Ward - 3 years	<b>David Santuccio</b>	<b>484</b>
For Recreation Comm - 3 years	<b>Beverly Lynch</b>	<b>458</b>
For Recreation Comm - 3 years	<b>Kristine Murray</b>	<b>31</b>
For Recreation Comm - 2 years	<b>Kristine Murray</b>	<b>64</b>
For Recreation Comm - 1 year	<b>Kristine Murray</b>	<b>10</b>
For Finance Committee	<b>Michael J Apfelberg</b>	<b>413</b>
(Vote for three)	<b>Betty B Hall</b>	<b>458</b>
	<b>Jonathan King</b>	<b>436</b>

MARCH 11, 12, 13, 2003

Zoning Question #3 (Wetland Conservation District)	Yes 391
	No 162

34



## TOWN MEETING MINUTES, BROOKLINE NH

MARCH 11, 12, 13, 2003

William Dulac: Recommends the land & building at 174 Route 13 (4 acres) for the ambulance facility.

Timothy McCoy: The site committee did look at that property, but did not think it met the long-term needs for expansion to include a Police facility. The land is partially on an aquifer, and partially wetlands.

Thomas Walker: spoke in favor of the Route 13 property, noting that the use would be more passive than its former use as a machine shop.

Jason Kramarczyk: Requests a presentation of the facilities study findings. This was presented by Timothy McCoy, Jason Kramarczyk and architect Fred Matuszewski.

**AMD** Jonathan King, 2nd James Deffely, to raise and appropriate the sum of \$1,822,055 (gross budget) for the purpose of acquiring land and constructing a facility to house the Brookline Ambulance Service. To authorize the issuance of not more than \$1, 822,055 of bonds or notes in accordance with the Municipal Finance Act (RSA 33) and to authorize appropriation of an additional \$30,000 for said construction. Said amount is to be received from the interest on bond proceeds. The sum to be bonded and repaid over 20 years to include (F-153, F-4-4 and F-4-5 and Commercial Lane, totaling 3.8 acres), site development construction and any items incidental to and/or necessary for said construction, architectural fees, professional service fees, original equipping and furnishing, cost of sale of bonds, and closing costs for purchasing of the land.

Ernest Hudziec: MGM building would not cheaply be changed, and still would be too small. It is not a public service building

Douglas Cecil: A combined facility might prevent police accreditation. Also, the AMD changes the intent of the Article, and may not be the way to go. Moderator Arnold assured him that the AMD is well within the scope of the Article.

Jack Olson: Could we get rid of antique fire equipment to make space for the ambulance.

Charles Corey: No, the height is not adequate to allow an ambulance.

John Liska: Move the question. Moderator Arnold will accept that after anyone in line has spoken.

Peter Cook: The bond rate is very low at this time. We need the full facility, and we should vote NO on this AMD.

**AMD: HAND VOTE NO.**

Motion Ernest Hudziec, 2nd Rena Duncklee to end debate on the original motion.

**HAND VOTE YES**

**One hour of ballot voting commenced at 9:25 PM.**

**BALLOT RESULT: YES 164, NO 154. BALLOT VOTE FAILED.**

On motion by Rena Duncklee, 2nd Patricia Howard, we voted to take Articles out of order as recommended by the Moderator, starting with Article 5. The order of Articles is reflected in the remainder of the minutes.

**ARTICLE 5. (by ballot)** Motion Kathy Harvey, 2nd David Fessenden, to raise and appropriate the sum of Five Hundred Thousand Dollars (**\$500,000** gross budget) for the purchase, by the Town, of land or other property interests therein, for conservation purposes, as the Selectmen deem appropriate and in the best interest of the Town; and to authorize the issuance of not more than Five Hundred Thousand (\$500,000) of bonds or notes, in accordance with the provisions of the Municipal Finance Act (RSA 33:1 *et seq.*, as amended), and further, to authorize the Selectmen to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof, and to take any other action they deem

# TOWN MEETING MINUTES, BROOKLINE NH

MARCH 11, 12, 13, 2003

appropriate to effectuate the sale and/or issuance of said bonds or notes, subject, however, to the following limitations:

- No such bonds or notes shall be issued earlier than July 1, 2003; and,
- Any of such bonds or notes shall have appropriate terms and maturities such that no principal or interest payments shall become due and payable prior to January 1, 2004; and,
- No such bonds or notes shall be issued with a term of maturity of less than ten (10) years.

**PROVIDED, FURTHER**, that the Selectmen **SHALL NOT ISSUE SUCH BONDS OR NOTES** until such time that they have presented to either the annual or special town meeting, a warrant article asking the meeting to ratify, by a simple majority vote, the particular parcel and parcel ownership interest chosen by the Selectmen for purchase and said meeting has approved such warrant article. **(This article requires as 2/3 BALLOT vote to pass, as set forth in RSA 33:8.)** This is a special warrant article and is not intended to lapse at the conclusion of calendar year 2003 but is intended lapse at the end of calendar year 2004, if not implemented within that time frame.)

Paul Schaefer: This land is developable, and would be good for conservation.

Jack Flanagan: Is the Town near it's credit limit? Finance Committee: No

James Brooks: Move the question. Hand vote Yes.

**One hour of voting commenced at 10:30 PM.**

**BALLOT VOTE YES 191, NO 85. THE MOTION CARRIED.**

**ARTICLE 11.** Motion Ernest Hudziec, 2nd Judy Cook, to approve the cost items included in the collective bargaining agreement reached between Town of Brookline and the Police Officers' Association and to raise and appropriate the sum of **\$13,982** for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year. The amount raised will be incorporated into the police operating budget for accounting purposes. Cost item increases in subsequent years will require approval of a special warrant article at a future Town Meeting.

Thomas Walker: How long is the contract? Selectmen: Two years; only rate of pay will be revisited.

**HAND VOTE YES.**

**ARTICLE 12.** As Article 11 passed, this article is inoperative.

**ARTICLE 21.** On motion by Robert Parodi, 2nd Jonathan King, we voted to raise and appropriate the sum of **\$11,835** to be deposited into the Ambulance Service Expendable Trust Fund and to authorize the Selectmen and the Ambulance Director as agents to expend as needed. This amount will be offset by a like amount of donations from the Ambulance Service.

**HAND VOTE YES WITHOUT DISSENT.**

**ARTICLE 22.** On motion by Richard Randlett, 2nd Jack Flanagan, we voted to accept lot C-46-7 (7.763 acres) as open space land per subdivision plan #2002-3; C-46-3 (Jefts Drive) as approved by the Planning Board on May 17, 2002. This open space was set aside as part of an open space development subdivision. Also, H-138, as approved by the Planning Board on June 11, 2002.

**HAND VOTE YES.**

**ARTICLE 23.** On motion by Judy Cook, 2nd Rena Duncklee, we voted to discontinue that portion of Dupaw Gould Road lying southeasterly of Parcel 'A', running northerly through Tax

# TOWN MEETING MINUTES, BROOKLINE NH

MARCH 11, 12, 13, 2003

Map Parcels C-30 & C-30-5 for approximately 750' and shown on a plan entitled "Road Relocation & Subdivision Plan - Tax Map Parcels C-30 & C-46, prepared for Sara Ray Bross Realty Trust - Brookline, New Hampshire" scale: 1"=100', dated October 1, 2002, revised through 12/27/02 by Meridian Land Services, Inc and recorded at the HCRD as plan #32205.

**HAND VOTE YES.**

**ARTICLE 24.** On motion by Ernest Hudziec, 2nd Marcia Farwell, we voted to accept the following legacies:

1. The sum of \$100 for the perpetual care of the James Maben Lot #329, Pine Grove Cemetery;
2. The sum of \$200 for the perpetual care of the Thomas Moran Lot #339, Pine Grove Cemetery;
3. The sum of \$200 for the perpetual care of the Karl Reichl Lot #334, Pine Grove Cemetery;
4. The sum of \$750 for the perpetual care of the Michael MacNeil Lot #335A, Pine Grove Cemetery;
5. The sum of \$100 for the perpetual care of the David Rolls Lot #332D, Pine Grove Cemetery;
6. The sum of \$100 for the perpetual care of the John Tomaso Lot #67, Lakeside Cemetery;
7. The sum of \$100 for the perpetual care of the Peter Fottler Lot #335C, Pine Grove Cemetery;
8. The sum of \$200 for the perpetual care of the Richard Maghakian Lot #323, Pine Grove Cemetery.

**HAND VOTE YES.**

**ARTICLE 25.** On motion by Betty Hall, 2nd Rena Duncklee, we voted to send the following resolution to the New Hampshire General Court: "Resolved, in its first two years of operation, the Land and Community Heritage Investment Program (LCHIP) has helped communities throughout New Hampshire preserve their natural, cultural and historic resources, and, therefore, the State of New Hampshire should maintain funding for LCHIP in its next biennial budget."

**HAND VOTE YES.**

**ARTICLE 26. (by petition)** On motion by Ernest Hudziec, 2nd Judy Cook, we voted to approve the following resolution:

**Whereas**, New Hampshire residents pay the 12th highest cost of insurance in the country; and  
**Whereas**, the cost of health insurance premiums for families has increased by 45% over the past three years; and

**Whereas**, 100,000 New Hampshire residents have no health coverage and 77% have a full-time worker at home; and

**Whereas**, due to these rising costs, almost half of New Hampshire's small business cannot afford health coverage for their employees, therefore be it resolved

That we, the citizens of BROOKLINE, New Hampshire, call on our elected officials from all levels of government, and those seeking office, to work with consumers, businesses, and health care providers to ensure that:

- Everyone, including the self-employed, unemployed, un - and underinsured, and small business owners has access to an affordable basic health plan similar to what federal employees receive;
- Everyone, including employers, consumers, and the state, local and federal government makes a responsible and fair contribution to finance the health care system;
- Everyone receives high quality care that is cost efficient and medically effective; and
- That these efforts help control the skyrocketing cost of health care.

(This resolution is non-binding and represents no fiscal impact.)

**HAND VOTE YES.**



**TOWN MEETING MINUTES, BROOKLINE NH**

**MARCH 11, 12, 13, 2003**

**ARTICLE 6.** On motion by Kathy Harvey, 2nd David Partridge, we voted to ratify (in accordance with the procedure identified in the Article 2 bond approval at the March 2002 Town Meeting and in Article 5 Bond approval at the March 2003 Town Meeting), The Selectmen's' decision to acquire the full fee interest in and to the following mentioned parcels or portions of parcels of land, subject to the terms and conditions set forth below:

Tax Map C Lot 25 and Tax Map C Lot 49

Said property will be purchased for the total sum of Seven Hundred Thousand Dollars (\$700,000), which funds shall be raised as follows:

Four Hundred Forty Three Thousand Five hundred Dollars (\$443,500) from the bond proceeds already approved in Article 2 at the March 2002 annual Town Meeting (for purchase) and \$256,500 from the bond proceeds already approved in Article 5 at the March 2003 annual Town Meeting (\$251,500 for purchase and \$5,000 to pay bond bank and Bond Counsel fees).

**This is not a full-funding appropriation. Appropriation for this article is already included in Article 2 of the March 2002 Annual Town Meeting and Article 5 of the March 2003 Annual Town Meeting. The ratification of this purchase requires a simple majority vote. If Article 5 fails, this article will be passed over at Town Meeting.**

**BALLOT VOTE YES 166, NO 24, THE MOTION CARRIED.**

On motion by Rena Duncklee, 2nd Marcia Farwell, we recessed at 12:05 AM until March 13 at 7:00 PM.

The meeting reconvened at 7:00 PM on March 13, 2003. Gregory D'Arbonne led us in the Pledge of Allegiance.

**ARTICLE 3.** Motion Timothy McCoy, 2nd Jonathan King to raise and appropriate the sum of **\$1,392,500** (gross budget) for the purpose of acquiring land and constructing a facility to house the Brookline Ambulance Service. To authorize the issuance of not more than \$1,392,500 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the appropriation of an additional **\$25,000** for said construction. Said amount is to be received from interest on bond proceeds. The sum to be bonded and repaid over 20 years to include (lots F-155, F-4-5 and F-4-4 and Commercial Lane totaling 3.8 acres), site development, construction and any items incidental to and/or necessary for said construction, architectural fees, professional service fees, original equipping and furnishing, cost of sale of Bonds, and closing costs for purchase of the land. **(2/3 ballot vote required)**

Architect Fred Matuszewski gave a presentation, showing what would be done with the lesser funds.

Judy Cook: The scaled down space may be inadequate.

Thomas Walker: We should look further at the MGM property and come back in 60 days to address this Article.

Eric Lindberg: Mason underpays, as they pay 4% of the cost, and have 27% of the calls.

Wes Whittier: The MGM site is inadequate and does not meet the needs for the future.

Announcement from the School Board: There is a compromise regarding school renovation.

Cost will be less than half the original proposal.

Ballot voting commenced at 8:30 PM for one hour.

**BALLOT VOTE YES 177, NO 71. THE MOTION CARRIED.**

**ARTICLE 7.** Motion Timothy McCoy, 2nd Lois Berry to pass over the article.

**HAND VOTE YES.**

**TOWN MEETING MINUTES, BROOKLINE NH**

**MARCH 11, 12, 13, 2003**

**ARTICLE 8.** On motion by Linda Saari, 2nd Rena Duncklee, we voted to pass over the Article.  
**HAND VOTE YES.**

**ARTICLE 9.** On motion by Linda Saari, 2nd Rena Duncklee, we voted to postpone action on this article until after the result of Article 3 and/or 4.  
**HAND VOTE YES.**

**ARTICLE 13.** On motion by Betty Hall, 2nd Jonathan King, we voted to postpone this article until after Article 20.  
**HAND VOTE YES**

**ARTICLE 14.** Motion Linda Saari, 2nd Jonathan King to accept reports of agents, auditors, committees, and all other Officers heretofore chosen.  
Judy Cook: **AMD**, 2nd Ernest Hudziec, that this Town Report include a list of vendors used by the Road Agent.  
**AMD PASSED, HAND VOTE YES.**  
**AMD** Eleanor Amidon, 2nd Louise Price, to add the Annual Library Report to this Town Report.  
**AMD HAND VOTE YES.**  
We voted to accept reports as amended.  
**HAND VOTE YES.**

**ARTICLE 15.** On motion by John Finn, 2nd Patricia Howard, we voted to pass over this article.  
**HAND VOTE YES.**

**ARTICLE 16.** Motion Gerald Farwell, 2nd Rena Duncklee, to raise and appropriate the sum of \$50,000 for the purpose of road/bridge improvements for up to three (3) years. This will be a non lapsing appropriation, and will not lapse until December 31, 2006.  
Gerald Farwell: This would be the first of a three year project to pave Rocky Pond Road.  
Jack Flanagan: Thanks to Jerry and crew for good work in a terrible winter.  
Betty Hall: We can keep our country roads and save a bit in the process.  
Robert Parodi, 2nd Ernest Hudziec, Move the question. Hand vote yes.  
**HAND VOTE NO.**

**ARTICLE 17.** Motion Gerald Farwell, 2nd John Liska, to raise and appropriate the sum of \$30,000 for use by the Highway Department for resurfacing existing roads.  
Gerald Farwell: The plan is to resurface 3.5 miles per year. Roads need resurfacing every 15 years.  
Judy Cook: There is \$80,000 in the budget.  
Michael Apfelberg: Is impressed with Jerry for setting up the system of road resurfacing, but would like to keep this item flat.  
Gerald Farwell: Cost will increase if not done in a timely manner.  
Timothy McCoy: We need to keep up with the paving schedule. This article accomplishes that.  
**HAND VOTE NO.**

# **TOWN MEETING MINUTES, BROOKLINE NH**

MARCH 11, 12, 13, 2003

**ARTICLE 18.** On motion by Clarence Farwell, 2nd Rena Duncklee, we voted to raise and appropriate the sum of **\$25,000** for the expansion of Pine Grove Cemetery.

**HAND VOTE YES 95, NO 93. THE MOTION CARRIED.**

**ARTICLE 4.** On motion by Timothy McCoy, 2nd Harry Rogers, we voted to pass over the article. **HAND VOTE YES.**

**ARTICLE 19.** Motion Linda Saari, 2nd Rena Duncklee, to raise and appropriate the sum of \$15,000 for additional legal expenses for up to three (3) years that may be incurred by the Town. This will be a non lapsing appropriation and will not lapse until December 31, 2006.

Ernest Hudziec: We do have money in the budget for this. This appropriation would be in addition to the budgeted item.

**AMD** Judy Cook, 2nd Ernest Hudziec, to reduce the amount to \$5000.

Web Scales: What happens if it lapses? Selectmen: The money goes to the general fund.

What happens if it runs dry? Selectmen: This item can be overspent.

**AMD HAND VOTE YES.**

**AMD MOTION HAND VOTE NO.**

**ARTICLE 20.** On motion by Richard Gribble, 2nd Curt Jensen, we voted to raise and appropriate the sum of **\$5500** to purchase air bags for use by the Brookline Fire Department.

Curt Jensen: These are inflatable lifting devices.

William Atkinson: WE should have them, but grants are available.

Curt Jensen: The Fire Department does apply for grants, but does not get them.

**HAND VOTE YES.**

**ARTICLE 9.** On motion by Judy Cook, 2nd Roland Ouellette, we voted to pass over the article.

**HAND VOTE YES.**

**ARTICLE 10.** Motion Judy Cook, 2nd Rena Duncklee, to see if the Town will vote to raise and appropriate the sum of \$155,000 (gross budget) for the purpose of acquiring land adjacent to the proposed new Ambulance facility, for the purposes of future Town use, to include Lot F-156 (totaling 1 acre).

**HAND VOTE NO.**

**ARTICLE 13.** Motion Linda Saari, 2nd Roland Ouellette, to raise and appropriate the sum of \$2,660,693 to defray Town charges for the ensuing year and make appropriations of the same.

Linda Saari: The increase is due to plowing and sanding, at \$35,000 each.

**AMD** Gerald Farwell, 2nd Richard Gribble, to increase the sum to \$2,670,693.

**AMD hand vote yes.**

**AMD** Thomas Walker, 2nd Jonathan King, to increase this budget by \$2000 in order to give the Town Treasurer a much needed raise.

Selectmen: Can do that without increasing the budget. **AMD** withdrawn.

**AMD** Michael Apfelberg, 2nd Jonathan King, to reduce the budget by \$50,000 to \$2,620,693.

**AMD HAND VOTE YES.**

**AMD** Robert Parodi, 2nd Douglas Cecil, to increase the budget by \$50,000 to \$2,670,693 for road and bridge improvements unless Article 16 is revisited and passed.

**AMD HAND VOTE NO.**

Main motion of **2,620,693** passed.

**HAND VOTE YES.**



**TOWN MEETING MINUTES, BROOKLINE NH**

MARCH 11, 12, 13, 2003

Other business: On motion by Clarence Farwell, 2nd Michael Apfelberg, we voted to reestablish the Town History Committee. Moderator Thomas Arnold will appoint those members.

Motion Francis Dougherty, 2nd Barbara Coon, to reconsider Article 16.

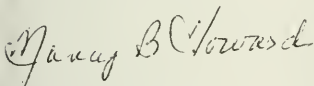
**HAND VOTE NO.**

Linda Saari: Thanks to many.

On motion by Richard Gribble, 2nd Betty Hall, we adjourned at 11:30 PM.

**TOTAL MONIES RAISED: \$4,594,510.**

A True Copy Attest:

A handwritten signature in cursive script that reads "Nancy B Howard".

Nancy B Howard  
Town Clerk

**TAX COLLECTOR'S REPORT**For the Municipality of TOWN OF BROOKLINE NH Year Ending 12/31/2003**DEBITS**

UNCOLLECTED TAXES AT THE BEGINNING OF THE YEAR*		2003	PRIOR LEVIES		
			2002	2001	2000+
Property Taxes	#3110	xxxxxx	\$ 298,559.62	\$ 0.00	\$ 0.00
Resident Taxes	#3180	xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Land Use Change Taxes	#3120	xxxxxx	\$ 13,308.98	\$ 0.00	\$ 0.00
Timber Yield Taxes	#3185	xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Excavation Tax @ \$.02/yd	#3187	xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Utility Charges	#3189	xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Betterment Taxes		xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
		xxxxxx			
		xxxxxx			

**TAXES COMMITTED THIS FISCAL YEAR**

Property Taxes	#3110	\$ 8,720,386.00	\$ 1,036.02
Resident Taxes	#3180	\$ 0.00	\$ 0.00
Land Use Change Taxes	#3120	\$ 145,245.00	\$ 0.00
Timber Yield Taxes	#3185	\$ 18,300.20	\$ 0.00
Excavation Tax @ \$.02/yd	#3187	\$ 2,637.02	\$ 0.00
Utility Charges	#3189	\$ 0.00	\$ 0.00
Betterment Taxes		\$ 0.00	\$ 0.00

**OVERPAYMENTS**

Remaining From Prior Year		\$ 0.00			
New This Fiscal Year		\$ 14,621.90			
Interest - Late Tax	#3190	\$ 6,512.12	\$ 15,690.26	\$ 0.00	\$ 0.00
Resident Tax Penalty	#3190	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>TOTAL DEBITS</b>		<b>\$ 8,907,702.24</b>	<b>\$ 328,594.88</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>

\*This amount should be the same as the last year's ending balance. If not, please explain.

# TAX COLLECTOR'S REPORT

For the Municipality of TOWN OF BROOKLINE NH Year Ending 12/31/2003

## EDITS

REMITTED TO TREASURER	2003	PRIOR LEVIES		
		2002	2001	2000+
Property Taxes	\$ 8,140,697.83	\$ 235,412.43	\$ 0.00	\$ 0.00
Ident Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Use Change Taxes	\$ 125,245.00	\$ 13,308.98	\$ 0.00	\$ 0.00
ber Yield Taxes	\$ 18,300.20	\$ 0.00	\$ 0.00	\$ 0.00
rest & Penalties	\$ 6,512.12	\$ 15,690.26	\$ 0.00	\$ 0.00
avation Tax @ \$.02/yd	\$ 2,637.02	\$ 0.00	\$ 0.00	\$ 0.00
ity Charges	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
verted To Liens (Principal only)	\$ 0.00	\$ 63,011.62	\$ 0.00	\$ 0.00
terment Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
counts Allowed	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
or Year Overpayments Assigned	\$ 0.00			

## ATEMENTS MADE

Property Taxes	\$ 29,239.72	\$ 1,171.59	\$ 0.00	\$ 0.00
Ident Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Use Change Taxes	\$ 6,000.00	\$ 0.00	\$ 0.00	\$ 0.00
ber Yield Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
avation Tax @ \$.02/yd	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
ity Charges	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
terment Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
RRENT LEVY DEEDED	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## COLLECTED TAXES -- END OF YEAR #1080

Property Taxes	\$ 550,448.45	\$ 0.00	\$ 0.00	\$ 0.00
Ident Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Use Change Taxes	\$ 14,000.00	\$ 0.00	\$ 0.00	\$ 0.00
ber Yield Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
avation Tax @ \$.02/yd	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
ity Charges	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
terment Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
aining Overpayments - Prior Yrs.	\$ 0.00			
aining Overpayments - This Year	\$ 0.00			
Years' Overpayments Returned	\$ 14,621.90			
r Years' Overpayments Returned	\$ 0.00			
TAL CREDITS	\$ 8,907,702.24	\$ 328,594.88	\$ 0.00	\$ 0.00

**TAX COLLECTOR'S REPORT**For the Municipality of TOWN OF BROOKLINE NH Year Ending 12/31/2003**DEBITS**

UNREDEEMED & EXECUTED LIENS		PRIOR LEVIES			
		2003	2002	2001	2000+
Unredeemed Liens Beginning of FY			\$ 0.00	\$ 38,180.49	\$ 22,181.61
Liens Executed During FY		\$ 0.00	\$ 68,247.69	\$ 0.00	\$ 0.00
Unredeemed Elderly Liens Beg. of FY			\$ 0.00	\$ 0.00	\$ 0.00
Elderly Liens Executed During FY		\$ 0.00	\$ 0.00		
Interest & Costs Collected		\$ 0.00	\$ 1,854.75	\$ 3,146.84	\$ 6,894.05
<b>TOTAL LIEN DEBITS</b>		<b>\$ 0.00</b>	<b>\$ 70,102.44</b>	<b>\$ 41,327.33</b>	<b>\$ 29,075.66</b>

**CREDITS**

REMITTED TO TREASURER		PRIOR LEVIES			
		2003	2002	2001	2000+
Redemptions		\$ 0.00	\$ 29,005.84	\$ 12,943.17	\$ 22,181.61
Interest & Costs Collected	#3190	\$ 0.00	\$ 1,854.75	\$ 3,146.84	\$ 6,894.05
Abatements of Unredeemed Liens		\$ 0.00	\$ 82.95	\$ 0.00	\$ 0.00
Liens Deeded to Municipality		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Unredeemed Liens End of FY	#1110	\$ 0.00	\$ 39,158.90	\$ 25,237.32	\$ 0.00
Unredeemed Elderly Liens End of FY		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>TOTAL LIEN CREDITS</b>		<b>\$ 0.00</b>	<b>\$ 70,102.44</b>	<b>\$ 41,327.33</b>	<b>\$ 29,075.66</b>

# TOWN CLERK'S REPORT

01/01/03 - 12/31/03

MV PERMIT FEES (5681)-----	\$755,324.85
MV TITLE FEES -----	2,288.00
FILING FEES -----	5.00
ARTICLES OF AGREEMENT -----	5.00
UCC FILINGS/IRS LIENS -----	1,346.00
MUNICIPAL AGENT FEES -----	10,162.00
VITAL RECORDS -----	1,891.00
DOG LICENSES (832)-----	5,651.50
DOG FINES/PENALTIES -----	2,306.00
POLE PERMITS -----	10.00
DREDGE & FILL PERMITS -----	<u>40.00</u>

**TOTAL TO TREASURER            \$779,028.75**

# TOWN TREASURER'S REPORT

January 1 through December 31, 2003

Page 1 of 2

## GENERAL FUND

### Balance January 1, 2003

\$ 2,879,316.90

Receipts: From Local Taxes 8,572,909.64  
From Land Use Change Tax 138,553.98  
From State of NH 272,038.06  
From Local Sources Except Taxes 779,028.75  
Miscellaneous Revenue 241,035.46  
Gifts & Donations 10,550.00

### Adjustments:

Bank Fees (22.75)  
Expired Checks Not Reissued 210.46  
Other 80.42

### Reimbursements:

Fire Station Addition Bond 575.00  
Ambulance Facility Bond 173,641.23  
Overpayments 21,780.00 10,210,380.25

### Payments:

Warrant Disbursements (10,185,921.06)

### Ending Balance December 31, 2003

\$2,903,776.09

## OTHER TOWN ACCOUNTS

### Driveway Surety Bond Account:

Balance January 1, 2003 8,598.40  
Receipts: Driveway Bonds 5,644.00  
Interest Earned 43.84  
Payments: Bond Releases w/ interest (4,517.99)  
Ending Balance December 31, 2003 9,768.25

### Brookline 225th Anniversary Account:

Balance January 1, 2003 7,655.21  
Receipts: Interest Earned 62.04  
Contributions 22.00  
Payments: -0-  
Ending Balance December 31, 2003 7,739.25

### Fire Station Addition Bond:

Balance January 1, 2003 608.96  
Receipts: Interest Earned .58  
Payments: (Closed 12/12/03) (609.54)  
Ending Balance December 31, 2003 -0-

### Ambulance Facility Bond:

Opened July 17, 2003 1,392,500.00  
Receipts: Interest Earned 3,979.38  
Payments: (475,945.10)  
Ending Balance December 31, 2003 920,534.28

### Land Purchase Bond(Whitcomb Parcel):

Opened July 19, 2003 700,000.00  
Transferred to CC/Land Acq. Fund 7/19/03 (700,000.00)  
Ending Balance December 31, 2003 -0-

### Norway Drive Road Bond:

Balance January 1, 2003 5,941.47  
Receipts: Interest Earned 42.38  
Payments:(Closed 11/31/03) 5,983.85  
Ending Balance December 31, 2003 -0-

### Pigeon Hill Road Bond:

Balance January 1, 2003 64,098.01  
Receipts: Interest Earned 517.85  
Payments: -0-  
Ending Balance December 31, 2003 64,615.86

### Pope Road Bond:

Balance January 1, 2003 13,269.60  
Receipts: Interest Earned 107.21  
Payments: -0-  
Ending Balance December 31, 2003 13,376.81



**Town Treasurer's Report**  
January 1 through December 31, 2003  
Page 2 of 2

**CONSERVATION COMMISSION ACCOUNTS**

<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>Conservation Funds</b>	
"Our Place"	1,489.76
Forest Management	4,448.11
General Fund	9,486.43
Lake Water Sampling	263.85
William Wharton Trust	1,374.96
<b>Total Conservation Funds</b>	<b>17,063.11</b>
<b>Land Acquisition Funds</b>	
CD-BNH	151,782.37
PDIP	140,187.70
<b>Total Land Acquisition Funds</b>	<b>291,970.07</b>
<b>Total Checking/Savings</b>	<b>309,033.18</b>
<b>Total Current Assets</b>	<b>309,033.18</b>
<b>TOTAL ASSETS</b>	<b>309,033.18</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
Opening Bal Equity	284,502.68
Net Income	24,530.50
<b>Total Equity</b>	<b>309,033.18</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>309,033.18</b>

**MAX COHEN MEMORIAL GROVE ACCOUNTS**

<b>Current Assets</b>	
<b>Checking/Savings</b>	
BNH Checking	4,465.10
PDIP Savings Account	11,639.85
<b>Total Checking/Savings</b>	<b>16,104.95</b>
<b>Total Current Assets</b>	<b>16,104.95</b>
<b>TOTAL ASSETS</b>	<b>16,104.95</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
Opening Bal Equity	18,429.81
Net Income	-2,324.86
<b>Total Equity</b>	<b>16,104.95</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>16,104.95</b>

**Subtotal Other Town Accounts**

**\$ 1,341,172.58**

**Total of All Accounts in Hands of Treasurer 12/31/03:**

**\$ 4,244,948.67**

Respectfully submitted,

  
June C. Harris  
Town Treasurer

**Town Treasurer's Report**  
**Conservation Commission Accounts**

**Summary of Activity**

Year Ending December 31, 2003

**INCOME**

**Conservation Fund Income:**

Budget Surplus Reimbursements:	
2003	\$ 9416.43
2002	820.00
Total Budget Surplus Income	\$ 10,236.43
Interest Earned:	
Lake Water Sampling	2.27
Forest Management	35.78
Our Place	12.77
Total Interest Earned	50.82

**Total Conservation Fund Income** **\$ 10,287.25**

**Land Acquisition Fund Income:**

Bond Funds	\$700,000.00
Land Use Change Tax	138,553.98
Reimbursable Income	9,416.43
Reimbursements	750.00
Interest Earned:	
BNH CD	878.40
PDIP	1797.37
Total Interest Earned	2675.77

**Total Land Acquisition Fund Income** **\$ 851,396.18**

**Total Income**

**\$861,683.43**

**EXPENSE**

**Conservation Fund Expenses:**

Lake Water Treatment	\$ 750.00
Repair & Mtc.-Cabin	386.47

**Total Conservation Fund Expenses** **\$ 1,136.47**

**Land Acquisition Fund Expenses:**

Land Purchases & related costs	\$823,955.03
Planning & Mapping	300.00
Publishing Expenses	775.00
Reimbursable Expenses	750.00
Reimbursements	10,236.43

**Total Land Acquisition Expenses** **\$836,016.46**

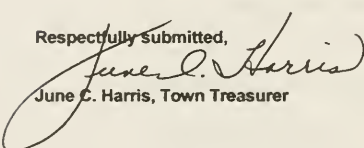
**Total Expense**

**\$837,152.93**

**NET INCOME**

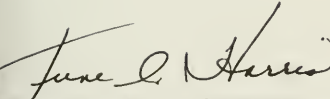
**\$ 24, 530.50**

Respectfully submitted,

  
June C. Harris, Town Treasurer

**Town Treasure's Report**  
**Max Cohen Memorial Grove**  
Summary of Activity Year Ending 12/31/03

	Jan - Dec 03
<b>Income</b>	
Donations	50.00
Interest Income	93.29
Memberships	19,281.00
Swimming Lessons	3,560.00
<b>Total Income</b>	22,984.29
<b>Expense</b>	
Advertising	
Bulk Mailings	
Copies	201.50
Postage	222.36
<b>Total Bulk Mailings</b>	423.86
Newspaper Ads	126.62
<b>Total Advertising</b>	550.48
Bank Charges	10.00
Payroll Expenses	
Payroll Forms	44.00
Payroll Service	198.50
Payroll Taxes	4,110.17
Wages & Other Compensation	15,665.70
Workers' Comp Insurance	444.00
<b>Total Payroll Expenses</b>	20,462.37
Portable Toilets	1,490.24
Postage	37.00
Red Cross Swim Courses Admin	409.50
Repairs & Maintenance	239.50
Supplies	428.22
Tools & Equipment	747.69
Trash Removal	339.85
Utilities	
Electricity	140.73
Telephone	453.57
<b>Total Utilities</b>	594.30
<b>Total Expense</b>	25,309.15
<b>Net Income</b>	<b>-2,324.86</b>

  
June C. Harris, Town Treasurer

**DETAILS OF EXPENDITURES FOR 2003  
WITH PROPOSED FOR 2004  
COMPARISON OF APPROPRIATIONS FOR 2003, EXPENDED 2003  
AND PROPOSED FOR 2004**

	APPRO- PRIATIONS 2003	ACTUAL 2003	PROPOSED 2004
<b>EXECUTIVE</b>			
Revenue:			
Administrative	1,900	1,772	1,900
<b>TOTAL REVENUE:</b>	<b>\$1,900</b>	<b>\$1,772</b>	<b>\$1,900</b>
<b>Expenses:</b>			
Chairman of Selectmen	1,000	1,000	1,500
Selectmen (2)	1,600	1,600	2,400
Overseer of Welfare	750	750	750
Fire Chief/Fireward	2,500	2,500	2,500
Firewards (2)	2,000	2,000	2,000
Moderator	100	100	100
Health Officer	750	750	750
Dues	2,800	2,714	2,900
Conventions, Mtgs. & Tng.	1,200	1,373	1,500
Notices	900	1,176	900
Contracted Services:			
Tax Maps	3,500	1,430	3,000
Town Report	3,200	3,010	2,600
Payroll Service	3,000	2,527	3,000
Travel	300	342	450
Office Salaries	89,000	87,511	95,900
Office Equipment	4,850	4,749	5,500
Miscellaneous	100	240	100
Revised Statutes	300	77	300
Professional Consultant			
Town History Committee	11,450	8,800	10,400
<b>TOTAL EXPENSES:</b>	<b>\$129,300</b>	<b>\$122,649</b>	<b>\$137,050</b>
<b>NET TAX APPROPRIATIONS:</b>	<b>\$127,400</b>	<b>\$120,877</b>	<b>\$135,150</b>

# ELECTION & REGISTRATION

Revenue: \$100 \$100  
 Administrative \$100 \$100  
**TOTAL REVENUE:**

**Expenses:**  
 Supervisors of Checklist (3) 300 1,200  
 Ballots 1,485 3,000  
 Salaries 200 960  
 Supplies & postage 83 515  
 Notices 60 200  
 Software Support 800 800  
 Special T.Mtg. Cons. Comm. 136 0

**TOTAL EXPENSES:** \$3,064 \$3,518 \$6,675  
**NET TAX APPROPRIATION:** \$2,964 \$3,418 \$6,575

## FINANCIAL ADMINISTRATION

Revenue: 18,719 17,000  
 Administrative \$23,000 \$17,000  
**TOTAL REVENUE:**

**Expenses:**  
 Chairman of Assessors 600 900  
 Assessors (2) 1,000 1,500  
 Treasurer 3,000 5,000  
 Office Eqpt. Maint. 11,050 10,500  
 Office Supplies 3,600 3,000  
 Postage 5,400 5,400  
 Recording Fees 1,000 1,000  
 Communications 3,500 3,500  
 Internet Access 2,200 2,200  
 T. Clerk/T. Collector's Office - Salaries 62,300 69,500  
 T. Clerk/T. Collector's Office - Expenses 4,900 5,600  
 Preservation of Town Records 1,000 978

**TOTAL EXPENSES:** \$99,550 \$97,087 \$109,078  
**NET TAX APPROPRIATION:** \$76,550 \$78,368 \$92,078

<b>REVALUATION OF PROPERTY</b>			
Vouchered Expenses	2,000	80	2,000
Updates//BTLA Expenses	8,000	6,000	10,000
Eqpt. & Software	1,300	2,377	2,000
Annual Review (5 year cycle)	0	0	0
Certification of Assessments (Current Use)	8,000	8,000	2,000
System Conversion	4,000	4,000	0
Statistical Update	25,000	25,000	0
Public Mailing	3,500	0	0
<b>NET TAX APPROPRIATION:</b>	<b>\$51,800</b>	<b>\$45,457</b>	<b>\$16,000</b>
<b>LEGAL</b>			
Revenue:		0	
<b>TOTAL REVENUE:</b>		<b>\$0</b>	
<b>EXPENSES</b>	<b>10,000</b>	<b>\$10,779</b>	<b>\$10,000</b>
<b>NET TAX APPROPRIATION:</b>	<b>\$10,000</b>	<b>\$10,779</b>	<b>\$10,000</b>
<b>PERSONNEL ADMINISTRATION</b>			
Revenue:			
Health & Dental Insurance	25,595	22,243	17,565
<b>TOTAL REVENUE:</b>	<b>\$25,595</b>	<b>\$22,243</b>	<b>\$17,565</b>
<b>Expenses:</b>			
Health Insurance	114,500	113,842	139,325
NH Retirement	31,500	33,444	40,800
FICA/Medicare	24,900	18,830	22,200
Dental	8,150	6,698	7,260
Long Term Disability	2,700	2,591	2,800
Short Term Disability	4,700	4,292	4,700
Life Insurance	1,400	1,532	1,600
Unemployment Benefits		10	0
<b>TOTAL EXPENSES:</b>	<b>\$187,850</b>	<b>\$181,239</b>	<b>\$218,685</b>
<b>NET TAX APPROPRIATION:</b>	<b>\$162,255</b>	<b>\$158,996</b>	<b>\$201,120</b>



<b>Revenue:</b>			
Administrative	39,000	24,646	28,000
<b>TOTAL REVENUE:</b>	<b>\$39,000</b>	<b>\$24,646</b>	<b>\$28,000</b>
<b>EXPENSES:</b>			
Consulting Services (NRPC)	30,000	29,124	30,000
Legal Expenses	2,000	2,899	4,000
Outside Consulting Services	21,000	12,897	13,000
Training & Education	500	144	500
Recording Fees	650	454	650
Office Supplies & Equipment	350	350	500
Notices	500	425	500
Master Plan Update	1	0	1
CIP Update	1	0	1
CIP & Master Plan Printing	450	0	400
Recodifying Zon. Ord. & Regs.	1	0	1
GIS Maps	350	0	1
<b>TOTAL EXPENSE:</b>	<b>\$55,803</b>	<b>\$46,293</b>	<b>\$49,554</b>
<b>NET TAX APPROPRIATION:</b>	<b>\$16,803</b>	<b>\$21,647</b>	<b>\$21,554</b>

# GENERAL GOVERNMENT BUILDINGS

New phone system	8,940	9,683	8,940
Outside Services/Facility Evaluation	10,000	5,000	2,500
<b>Town Hall:</b>			
Fuel Oil	1,800	1,266	2,000
Electricity	7,600	7,434	7,500
Cleaning	9,550	8,498	11,300
Maint. & Improvements	7,500	8,678	15,720
Equipment	100	0	100
Elevator	1,000	862	1,000
<b>Ambulance:</b>			
Fuel Oil	1,000	750	800
Electricity	1,200	1,071	400
Cleaning Supplies	300	276	100
Maint. & Improvements	2,000	778	200
<b>New Ambulance Building:</b>			
Electricity			1,645
Cleaning Supplies			400
Maint. & Improvements			1,745
Propane			3,000
Cleaning			2,597
<b>Library:</b>			
Propane	1,500	2,321	1,700
Electricity	4,500	3,820	4,000
Cleaning	4,500	4,668	5,000
Maint. & Improvements	6,000	7,040	5,500
Equipment	1	0	1
Elevator	200	237	250
<b>Fire Station:</b>			
Fuel Oil/Propane	5,700	7,613	4,900
Electricity	3,000	2,892	3,300
Maint. & Improvements	21,050	16,599	9,600
<b>NET TAX APPROPRIATION:</b>	<b>\$97,441</b>	<b>\$89,486</b>	<b>\$94,198</b>

## CEMETERIES

**\$15,500**

**\$15,500**

**\$16,000**

**INSURANCE****Revenue:**

Property & Liability	0	4,229	0
Worker's Comp.	1,500	444	
<b>TOTAL REVENUE:</b>	<b>\$1,500</b>	<b>\$4,673</b>	<b>\$0</b>

**Expenses:**

Worker's Comp	12,000	13,867	14,000
Accident & Health	400	398	400
Property/Liability/Auto	29,000	34,034	34,000
Flexible Benefit Plan	450	450	450
<b>TOTAL EXPENSES:</b>	<b>\$41,850</b>	<b>\$48,749</b>	<b>\$48,850</b>

**NET TAX APPROPRIATION:**

	<b>\$40,350</b>	<b>\$44,076</b>	<b>\$48,850</b>
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**ADVERTISING & REGIONAL ASS'N**

	<b>\$2,717</b>	<b>\$2,717</b>	<b>\$2,840</b>
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**CABLE ACCESS****Revenue:**

	<b>\$21,000</b>	<b>\$26,675</b>	<b>\$26,700</b>
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**Expenses:**

Equipment	12,700	\$5,291	7,625
Supplies	475	\$48	460
Maintenance	500	\$0	315
Legal	3,825	\$4,779	2,800
Wiring Project (CSDA)	3,000	\$0	0

**TOTAL EXPENSE:**

	<b>\$20,500</b>	<b>\$10,118</b>	<b>\$11,200</b>
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**NET TAX APPROPRIATION:**

	<b>-500</b>	<b>-16,557</b>	<b>-15,500</b>
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# **POLICE DEPARTMENT**

## **Revenue:**

Administrative	6,500	7,170	10,000
Private Details	30,000	19,587	20,000
State or Federal Grants		4,970	0
<b>TOTAL REVENUE:</b>	<b>\$36,500</b>	<b>\$31,727</b>	<b>\$30,000</b>

## **Expenses:**

Salaries	341,892	311,438	351,412
Salaries - Overtime	14,000	12,603	15,000
Salaries - Private Detail	30,000	15,052	20,000
Vehicle Operations	27,557	21,935	25,000
Administration	23,160	26,235	22,170
Ammunition/Firearms Training	7,700	2,352	7,000
Communications	12,166	13,028	13,327
Uniforms	7,600	7,532	8,697
New Equipment	3,443	5,273	498
Equipment Repair	2,000	1,227	2,000
Medical	2,710	716	1,595
Vehicle Lease/Purchase	30,235	29,122	28,861
DARE Program	1,500	2,515	3,500
Funded Programs	0	0	0
<b>TOTAL EXPENSE:</b>	<b>\$503,963</b>	<b>\$449,028</b>	<b>\$499,060</b>

## **NET TAX APPROPRIATION:**

	<b>\$417,301</b>	<b>\$469,060</b>
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**AMBULANCE SERVICE****Revenue:**

Town of Mason	4,050	4,398	7,300
Administrative			

**TOTAL REVENUE:****\$7,300****Expenses:****Volunteers:**

Medical Supplies	4,000	3,595	4,000
Office Supplies	400	377	1,900
Training	10,365	4,368	4,645
New Equipment	2,000	1,891	2,000
Medical	1,845	1,738	2,100

**Ambulance:**

Gas, Oil & Maintenance	4,700	15,589	5,000
Equipment Maintenance	1,500	1,636	2,000
Oxygen	1,100	571	900
New Equipment	3,443	2,505	4,560
Communications	2,400	1,296	2,400

**Paid Attendants:**

Salaries	67,345	62,650	68,586
Uniforms	700	641	700
Training	1,500	1,028	1,870
Medical	100	27	100
Miscellaneous	200	130	200

**TOTAL EXPENSE:****\$101,598****\$98,042****\$100,961****NET TAX APPROPRIATION:****\$97,548****\$93,644****\$93,661**

<b>FIRE DEPARTMENT</b>			
Revenue:			3,750
Administrative		2,904	
<b>TOTAL REVENUES:</b>	<b>\$0</b>	<b>\$2,904</b>	<b>\$3,750</b>
<b>Expenses:</b>			
Gas, Oil & Repairs	8,000	20,905	8,000
Salaries	26,000	11,823	14,000
Salaries - Full Time & Clerical	43,745	43,233	48,950
Training	1,200	1,717	1,500
Oxygen & Chemicals	4,105	3,966	6,000
Radio Repairs	3,010	2,104	3,950
New Equipment	12,330	14,467	7,100
Administrative	4,000	4,575	4,050
Fire Pond Maintenance	5,000	4,498	5,000
Forest Fires	1,000	0	1,000
Medical	3,600	2,874	3,600
Communications	2,296.	3,824	3,900
Fire Truck Lease Payment	65,350	65,350	65,350
<b>TOTAL EXPENSES:</b>	<b>\$179,636</b>	<b>\$179,336</b>	<b>\$172,400</b>
<b>NET TAX APPROPRIATION:</b>	<b>\$179,636</b>	<b>\$176,432</b>	<b>\$168,650</b>
<b>COMMUNICATION CENTER</b>			
Hollis	77,000	77,000	79,000
Communications	1,550	1,513	1,500
Electricity	400	209	400
Equipment repair			1,000
<b>NET TAX APPROPRIATION:</b>	<b>\$78,950</b>	<b>\$78,722</b>	<b>\$81,900</b>



**BUILDING INSPECTION****Revenue:**

Building Permit Fees

28,000  
\$28,00029,249  
\$29,24929,000  
\$29,000**TOTAL REVENUE:****Expenses:**

Salary - B.I.

Office Supplies

Memberships &amp; Conferences

Books &amp; Training Material

Travel

Contracted Services

Certification Courses

14,000  
300  
200  
50  
1  
116,013  
343  
120  
0  
662  
020,000  
500  
375  
50  
1,200  
0  
1**TOTAL EXPENSE:**

\$14,552

\$17,138

\$22,126

**NET TAX APPROPRIATION:**

-\$13,448

-\$12,111

-\$6,874

**EMERGENCY MANAGEMENT**

Clerical

Office Supplies

Books &amp; Training Materials

Travel

Conferences &amp; Training

Equipment

E.O.C. Expenses

Communications

7,630  
175  
200  
600  
200  
900  
1  
2408,007  
175  
200  
600  
200  
900  
1  
2408,007  
175  
200  
600  
200  
900  
1  
240**NET TAX APPROPRIATION:**

\$9,946

\$9,483

\$10,323

# HIGHWAYS, STREETS & BRIDGES

Revenue:			
FEMA	0	200	11,017
<b>TOTAL REVENUE:</b>	<b>\$0</b>	<b>\$200</b>	<b>\$11,017</b>
<b>Expenses:</b>			
General Maintenance	105,000	97,853	110,000
Snow Plowing	105,000	135,901	95,000
Sanding	105,000	115,667	95,000
Brush Cutting	5,000	5,560	7,000
Street Lighting	7,000	6,003	7,000
Gen. Highway Expenses	500	469	500
Tree Warden	2,000	0	2,000
Sidewalks	15,000	15,731	15,000
Dust Control	5,500	3,047	5,500
Resurfacing Town Roads	80,880	75,685	110,000
<b>TOTAL EXPENSES:</b>	<b>\$430,880</b>	<b>\$455,916</b>	<b>\$447,000</b>
<b>NET TAX APPROPRIATION:</b>	<b>\$430,880</b>	<b>\$455,716</b>	<b>\$435,983</b>
<b>SANITATION</b>			
Revenue:			
Construction Debris	8,000	10,689	10,000
Coupons, metal, fines, etc.	7,000	12,056	12,000
<b>TOTAL REVENUE:</b>	<b>\$15,000</b>	<b>\$22,745</b>	<b>\$22,000</b>
<b>Expenses:</b>			
Transfer Station Attendants	41,500	41,143	43,250
Contracted	19,050	14,605	20,000
Construction Debris	16,000	20,246	16,000
Electricity	2,400	1,681	2,000
Telephone	450	435	450
Souhegan Regional Landfill	153,671	153,671	171,117
Solid Waste Management	3,887	3,887	3,887
Groundwater Monitoring	2,500	1,275	1,650
Medical	315	10	315
<b>TOTAL EXPENSES:</b>	<b>\$239,773</b>	<b>\$236,953</b>	<b>\$258,669</b>

<b>PEST CONTROL</b>			
Revenue:			
Fines	2,000	2,611	2,000
<b>TOTAL REVENUE:</b>	<b>\$2,000</b>	<b>\$2,611</b>	<b>\$2,000</b>
<b>Expenses:</b>			
Salary	3,600	2,270	3,200
Boarding	750	263	1,000
Expenses/Equipment	350	346	350
Vehicle Maintenance	600	440	425
Training & Seminars	250	285	475
Pagers	214	0	250
<b>TOTAL EXPENSES:</b>	<b>\$5,764</b>	<b>\$3,604</b>	<b>\$5,700</b>
<b>NET TAX APPROPRIATIONS:</b>			
	<b>\$3,764</b>	<b>\$993</b>	<b>\$3,700</b>
<b>HEALTH</b>			
Home Health & Hospice Care	4,000	4,000	5,000
Community Council	1,000	1,000	1,200
St. Joseph Community Service	260	260	195
Nashua Mediation Program	150	150	150
Milford Regional Counseling	1,000	1,000	1,000
Bridges	600	600	600
American Red Cross	500	500	500
Neighborhood Health Center	1,000	1,000	1,000
SHARE	1,500	1,500	1,000
Souhegan Home & Hospice	2,500	2,500	2,900
<b>NET TAX APPROPRIATION:</b>	<b>\$12,510</b>	<b>\$12,510</b>	<b>\$13,545</b>
<b>PUBLIC WELFARE</b>			
General Assistance	7,200	9,492	9,000
<b>NET TAX APPROPRIATION:</b>	<b>\$7,200</b>	<b>\$9,492</b>	<b>\$9,000</b>

# RECREATION

## Revenue:

Recreation Association (close account)		1,719	
Town sponsored functions		6,444	
Ins. Reimbursement	5,500	4,267	0
<b>TOTAL REVENUES:</b>	<b>\$5,500</b>	<b>\$12,430</b>	<b>\$0</b>

## Expenses:

Ball Park Maintenance	12,000	14,072	17,929
Park Improvements	20,469	2,284	18,825
Town sponsored functions	8,200	5,587	1
Concession stand	1,600	1,105	1,350
Administration	150	0	75
Boundaries at Ball Park			2,000
Storage shed			8,000

## TOTAL EXPENSES:

	<b>\$42,419</b>	<b>\$23,048</b>	<b>\$48,180</b>
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## NET TAX APPROPRIATION:

	<b>\$36,919</b>	<b>\$10,618</b>	<b>\$48,180</b>
--	-----------------	-----------------	-----------------

# LIBRARY

## Expenses:

Communications	2,100	2,091	2,100
Postage	200	197	200
Supplies	2,500	2,588	3,000
Binding & Book Repair	0	0	1
Eqpt. Maint. & Repair	400	128	250
Professional Dues, etc.	800	738	800
Mileage	400	511	540
Media: Books, Magazines	20,000	20,065	21,000
Audio Visual			
Equipment	0	1	2,200
Education	600	251	600
Programs	500	500	750
Salaries	79,820	80,676	90,888
FICA/Medicare	6,106	6,172	6,953
NH Retirement	1,220	739	2,026
Advertising	0	0	1
Grants	1	0	1
Automation	3,000	2,990	2,800

## NET TAX APPROPRIATION:

	<b>\$117,647</b>	<b>\$117,647</b>	<b>\$134,110</b>
--	------------------	------------------	------------------

\$1,000

\$703

\$1,000

PATRIOTIC PURPOSES

# CONSERVATION COMMISSION

## Revenue:

Raffles  
Kayak Clinic  
Grant

## TOTAL REVENUE:

5,000  
\$5,000

\$0

\$0

## Expenses:

Maint. of Conservation Lands  
Conferences  
Memberships  
Town Beautification  
Postage & Public Information  
Outside Consulting  
Reference/Resource Materials  
Lake Sampling  
Lake Sampling Equipment  
Legal Expenses  
Balance to Conservation Fund  
Milfoil Treatment - Lake Potanipo

2,014  
45  
300  
275  
100  
100  
117  
0  
45  
300  
0  
0  
9417

10,000  
300  
350  
100  
500  
1  
200  
860  
1  
1

1  
300  
350  
100  
500  
1  
200  
1,200  
1  
1,000  
10,000

## TOTAL EXPENSES:

\$12,313

\$13,653

## NET TAX APPROPRIATION:

\$12,313

\$8,653

## DEBT SERVICE

Principal-Fire Sta. Add. & Renov.-4th of 5 yrs  
Interest-Fire Station Bond  
Principal-Cons. Land Bond - 3rd of 10 yrs  
Interest-Cons. Land Bond  
Principal-Cons. Land Bond - 2nd of 10 yrs  
Interest-Cons. Land Bond  
Principal-Cons. Land Bond-1st of 10 yrs  
Interest-Cons. Land Bond  
Principal-Amb. Facility-1st of 10 yrs  
Interest-Ambulance Facility

\$50,000  
\$7,687  
\$15,000  
\$5,520  
\$61,500  
\$21,441

\$50,000  
\$5,125  
\$15,000  
\$4,901  
\$60,000  
\$18,100  
\$65,000  
\$31,848  
\$65,000  
\$63,764

## NET TAX APPROPRIATION:

\$161,149

\$378,738

## TOTALS, LESS WARRANT ARTICLES

\$2,538,675

\$2,916,495

## CAPITAL OUTLAY

Ambulance Facility, Art. 3, Bond Issue	\$1,417,500	\$173,641
Conservation Land, Art. 5, Bond Issue	\$500,000	\$0
Expand Pine Grove Cemetery, Art. 18	\$25,000	\$25,000
Fire Dept., Air Bags, Art. 20	\$5,500	\$5,470
Amb. Expendable Trust Fund, Art. 21	\$11,835	\$11,835
<b>Estimated Revenue:</b>		<b>\$201,332</b>

Road/Bridge Impr., 2002, Art. 14	\$22,643
Legal Expenses, 2002, Art. 11 (3 year)	\$5,000
Rebates & Refunds	\$36,750
Current Use Money to Land Acq. Fund	\$138,554
Taxes Bought by Town	\$68,248
Grove -Fica/medi	\$3,875
Whelton Fund	\$100
Off-Site Impr., K-28, Library	\$270

## PAYMENTS TO OTHER GOVERNMENTS

Taxes Paid to County	\$467,324
Brookline School District 2002-2003	\$1,298,084
Brookline School District 2003-2004	\$2,332,772
Hollis/Brookline Co op, 2002-2003	\$891,942
Hollis/Brookline Co op, 2003-2004	\$2,145,000
Misc. Liability	-\$1,043
<b>TOTAL PAYMENTS FOR ALL PURPOSES</b>	<b>\$10,164,140</b>



## **Memorandum**

**To:** Residents of Brookline  
**From:** Brookline Finance Committee  
**Date:** February 5, 2004  
**Re:** Annual Report

The 2003/2004 Brookline Finance Committee would like to thank the voters and residents of the town for their support throughout the year. This was the second year for all three members of this board. Several specific areas we were involved with this year that we would like to mention include: representing the Finance Committee on the Facilities Committee was Jonathan King; representing the Finance Committee on the Capital Improvements Committee was Mike Apfelberg; representing the Finance Committee on the SAULINE Finance Committee were both Betty Hall and Jonathan; working as a team we have also enjoyed the budgeting process with the Board of Selectman as well as the Brookline School Board. We were also privileged this year to do a little outreach by presenting to the Brookline PTO and members of the public on the subject of COOP Apportionment. All in all, a good and productive year.

In working through the various committees and the budgeting process, it is once again apparent to us that the town faces major financing challenges in this coming year as well as in subsequent years. The challenge comes from a number of sources, most significantly including the following:

- Increasing debt payments which have become a larger "fixed portion" of both the town and school budgets; particularly this year over \$200K of the Town Budget increase is from Debt Service, most notably for Conservation Land and the new Ambulance Facility; in future years, payments for Debt Service might grow to include the proposals for the Middle School program
- Major capital proposals that could effect us for years to come, including renovation or new construction for the Middle School and ongoing proposals for annual purchases of conservation land
- Increasing operating budgets driven by areas including negotiated salary increases, benefits, and funding requirements for Special Education
- Tough economic times in the community, with larger numbers of under and unemployed than in previous years
- Questionable assumptions about the ongoing level of State Aid, particularly for education funding and to pay for mandated programs such as "No Child Left Behind"

Considering all of these factors, the Finance Committee made the following recommendation in September to both the Brookline School Board and the Brookline Board of Selectman: **“cap overall budget increases at 3% for salaries and flat for all other areas combined with the exception of completely uncontrollable increases in items such as debt service, insurance, and special ed costs.”**

This recommendation was based on the following specific factors:

1. Unemployment rates in the town remain high – based on current data from the US Department of Labor, unemployment rates in Brookline and Hillsborough County remain at levels higher than at any time in the past decade; this ongoing trend causes a hardship in our community that we owe our taxpayers to keep in mind when deciding how much of their money to raise and appropriate this year as opposed to deferring spending until conditions improve; in addition to unemployment, there is much anecdotal evidence to suggest that underemployment remains a serious problem -- how many of us know people who might have gone back to work, but aren't making what they previously were and / or haven't received any substantial pay increases in the recent two years? As one measure of this, the wage component of the Employment Cost Index for the year ended June 2003 was only 2.3%, the lowest rate of increase since the Department of Labor starting collecting this data in 1976. For our seniors the outlook is even worse, with the Social Security Cost of Living Adjuster at only 1.4% for the year, combined with a low rate of return on savings and investment.
2. Inflation remains low – current inflation is running at 2.7% (CPI in the Northeast for the year ended in June 2003); this low rate of inflation, while good news for all of us in terms of our daily spending, needs also to be taken into account when looking at budgets; specifically, cost increases beyond anything justifiable by the rate of inflation need to be evaluated very closely
3. Town and School growth – as noted recently by the planning board “percentage growth has slowed considerably since the first few years of the decade,” in fact dropping to right around 2% as measured in terms of new homes in the town versus an average of 3.2% in the five year period ending in 2002; in other words, our tax base is growing at a slower rate than previously had been the case. This fact should be taken into account in terms of sizing any possible increases; similarly, school population projections for Brookline K-6 are projected to be only in the 4% range for the 04-05 year as compared to the 03-04 year, which also necessitates keeping budgets in line
4. A final macro-factor is funding sources from state and federal sources – it is our belief that with the ongoing state and federal deficits – larger than at any point in the last 10 years -- these sources will be difficult to rely on and that we therefore need to look very hard at the spending side of the equation in order to avoid large tax increases

At this writing it is highly unlikely that either the town or school will be able to achieve this goal, so we felt that it would be important to spell out the reasoning for our recommendation, in order that the voters can have a clearer understanding at town meetings.

Our rationale, which we still stand behind, is that by keeping increases in our operating budgets to a minimum, we would be able to fund several of these major capital projects without too significant of an increase to the tax rate. If one looks at the current town assessment of \$405,979,054 and assumes a growth rate of 3.5% over the next year several years, then with a tax rate of \$21.5/M, it is possible to calculate the amount of incremental spending, which can take place without affecting the tax rate. The following chart illustrates this point:

	Assessed Valuation	Incremental Town Value	Incremental Spending
2003 \$	405,979,054	n/a	n/a
2004 \$	420,703,683	\$ 14,724,629	\$ 316,579.52
2005 \$	435,428,312	\$ 14,724,629	\$ 316,579.52
2006 \$	450,668,303	\$ 15,239,991	\$ 327,659.80

What this means is that we can have an increase in spending of \$316K this year on all three budgets (COOP, BSB, and Town) combined without an increase in tax rate, all other sources of funding being equal. As of this writing, we're looking at an increase of \$281K for the Town plus approximately \$500K for the Brookline Schools, plus some undefined as of yet amount from the COOP, plus Town Warrants totaling another \$232K; in total we could be looking at as much as \$1 Million additional spending; net of the \$316K which could be funded through town growth, this would equate to an increase of \$1.63/M in the tax rate, or \$488 on a house valued at \$300K

Given a current total tax rate of \$21.5/M and current economic conditions, the Finance Committee did not feel comfortable with a recommendation that would have increased the tax rate by more than 3%, or something closely approximating the growth rate of real income for the residents of the community. This would imply an increase of \$.66/M. Clearly, we have not achieved this goal within any of the proposed budgets.

As you enter Town deliberations, we would like to point out a few areas to consider:

- Increasing debt service in the town
- Step and grade salary increases in the town and school district
- Negotiated salary increases with the town PD and the school district
- Town budget increases in the Highways Department and Recreation Commission

As of this writing, the only finalized budget is for the Town, so we have included in our report the following summary chart. At Town Meeting we will expand this to include school impacts, as well.

Item	Gross Impact	\$/M tax impact	\$300K house impact
Budget increase	\$ 281,820	\$ 0.67	\$ 200.96
Revenue changes*	\$ (49,618)	\$ (0.12)	\$ (35.38)
Net budget impact	\$ 331,438	\$ 0.79	\$ 236.35
<i>Plus warrant articles:</i>			
#3 PD Collective Bargaining	\$ 10,000	\$ 0.02	\$ 7.13
#6 PD Prosecutor	\$ 16,875	\$ 0.04	\$ 12.03
#7 Ambulance year 1	\$ 42,385	\$ 0.10	\$ 30.22
#8 12 lead defibrillators	\$ 34,334	\$ 0.08	\$ 24.48
#10 FD 4WD**	\$ 10,664	\$ 0.03	\$ 7.60
#11 Road/Bridge Improvements	\$ 50,000	\$ 0.12	\$ 35.65
#12 Legal appropriations	\$ 15,000	\$ 0.04	\$ 10.70
#13 Elderly exemptions	\$ -	\$ -	\$ -
#14 Disabled exemption	\$ 1,500	\$ 0.00	\$ 1.07
#15 Veterans tax credit	\$ 50,000	\$ 0.12	\$ 35.65
#16 Disability tax credit	\$ 1,500	\$ 0.00	\$ 1.07
Total possible increase		\$ 1.34	\$ 401.97
2003 Tax Rate		3.29	\$ 987.00
% increase		41%	
2004 Assessed valuation (2003+3.5%)			
\$ 420,703,683			
*including \$100K for unreserved funds			
**Based on quote from Fire Chief for 3 year lease (CIP SWAG = 11.5K/year for 3 years)			

It is our sincerest hope that this note has given you food for thought and will be helpful to the citizens of the town as they deliberate at Town Meeting this year.

Most Respectfully Yours,  
The 2003/2004 Brookline Finance Committee  
Betty Hall, Jonathan King, Michael Apfelberg



# BROOKLINE AMBULANCE SERVICE REPORT

## CALENDAR YEAR 2003

Abdominal Pain...3	Allergic Reaction...1	Assault...2
Asthma...3	Back Pain...6	Basketball Injury...1
Bee Sting...5	Behavioral... 1	Bleeding...2
Cardiac Arrest...2	Chest Pain...7	Child Birth...1
Crying...1	CO Poisoning...1	Croup...1
Diabetic...2	Difficulty Breathing...8	Dizziness...6
Emergency Transport...1	Dog Bite...1	Eye Injury...1
Fainting...5	Fall...7	Finger Laceration...2
Foot Laceration...1	Foot Swelling...1	Fractured Ankle...1
Fractured Hand...1	Hand Laceration...2	Headache...2
Head Laceration...7	Heat Exhaustion...1	Hip Injury...1
Home Death...2	Home Illness...4	Hospital Transfer...2
Kidney Pain...1	Leg Pain...1	Lightheadedness...1
Long Distance Calls...54	Medical Alarm...2	Medication Reaction...2
Motorcycle Accident...2	Motor Veh. Acct...20	Mutual Aid GIVEN...3
Back Pain... 1	Overdose...1	Pediatric Illness...1
Pepper Spray...2	Psychological...1	Police Assist...3
Pressure...5	Shaking...1	Shortness of Breath...1
Shoulder Dislocation...1	Sledding Accident...5	Sports Injury...1
Sudden Death...2	Stroke...1	Suicide Attempt...1
Thumb Laceration...1	Unconscious...1	Weakness...1

## TOTAL CALLS: 213

The full-time dayshift attendants handled 29% of the total calls. The Volunteer Attendants handled 71% of the total calls on the weeknights and 37% of the total calls on the weekends.

Patients were transported to the following medical facilities:

- |  |   |
|--|---|
| St. Joseph Hospital: 64 patients (30%).        | 5. Leominster Hospital: 4 patients (2%).    |
| Southern HN Medical Center: 57 patients (27%). | 6. Nashoba Valley: 6 patients (3%).         |
| Milford Medical Center: 16 patients (7%).      | 7. Catholic Medical Center: 1 patient (1%). |
| Monadnock Community Hospital: 7 patients (3%). | 8. No Transports: 58 patients (27%).        |

Three new Volunteer Attendants completed the EMT- Basic Course and began working shifts. One Volunteer Attendant upgraded from an EMT-Basic to an EMT-Intermediate while another Intermediate returned from Air Force deployment overseas and immediately left to attend War College in Louisiana for another year. Two EMT-Basics resigned at the end of the year due to relocation and family issues. Two additional Observers are in the process of attaining their EMT-Basic registration and NH licenses.

As the 10-Year Agreement with Mason, NH to provide ambulance service for an annual stipend neared the renewal date, the Brookline and Mason Boards of Selectmen negotiated and signed a continuation Agreement and Contract renewable on an annual basis.

The diesel engine in the primary Ambulance, a 1995 Chevrolet, failed beyond repair necessitating the purchase and installation of a new engine in November. Since the vehicle was out of warranty and the engine was no longer manufactured by Chevrolet, the usual repair facilities did not want to accept the replacement job. The work was finally accomplished in a reasonable time frame by a large truck fleet repair facility in Londonderry, NH. During the down time, the backup Ambulance, a 1986 Ford, provided transport for all the calls received.

The Public Safety Complex housing the Ambulance Bay was started in November after a delay in purchasing the land. Depending upon weather and building material supply issues, the completion date is anticipated before the beginning of summer.

A 24-Hour Hazmat Operations Course was conducted in December just before the holidays at the Brookline Fire Station. The Attendants sacrificed holiday shopping time to meet the EPA compliance guidelines. The Incident Command System training course will complete the required training early in CY 2004.

All Attendants are current in their National Registry of EMT and New Hampshire licensure. Monthly training has focused on honing the existing skills with an emphasis on teamwork in providing both Basic and Advance Life Support that is essential to the type of protection necessary for our townspeople and businesses. Both ambulances meet and exceed the New Hampshire licensing requirements for equipment and staffing.

Through generous donations, the Service was able to purchase and equip upgraded separate Adult and Pediatric First-In Bags for both Ambulances as well as to purchase a Baby Board Immobilization Device for each Ambulance, new sternal IV Infusion Devices for each Ambulance and EMS Pants for each Attendant. A new computerized mannikin that simulates many different situations in our ever-changing world of terrorism will be delivered early in CY 2004.

We currently have several open positions for additional Volunteer Attendants. Volunteering on the Service takes a real commitment of time and energy in training and shift coverage; however, the real personal reward is the inner feeling experienced by helping your fellow townspeople in their emergency medical crisis. To explore this unique worthwhile Volunteer opportunity, please contact the Ambulance Director at 672-6216, stop by the Ambulance Bay for a tour and membership information or ask any Ambulance Attendant for information.

While the Town provides the resources for the Service, it is the Volunteer Attendants who serve faithfully without compensation that provide the expertise, the compassion and the commitment to continuously deliver the best pre-hospital emergency medical care throughout the year. I publicly extend appreciation to each Volunteer Attendant for another successful year and especially to their families who are still willing to share them with the community.

Respectfully submitted,  
Wesley N. Whittier, Ambulance Director



TRUSTEES OF THE TRUST FUNDS  
BROOKLINE, NH  
REPORT OF TRUST FUNDS- 2003

CAPITAL RESERVE FUNDS			
(No Capital Reserve Funds in 2003)			
	RECEIPTS	EXPENSES	BALANCE
	\$0.00	\$0.00	\$0.00
CEMETERY FUNDS			
GENERAL FUND	RECEIPTS	EXPENSES	BALANCE
Town Appropriation	\$15,500.00		
Clarence L. Farwell		\$4,898.75	
New Earth, Inc.		\$9,197.50	
Envirofab, Inc.		\$3,100.00	
Bank Fee		\$7.83	
Bank Fee Credit	\$7.83		
Insurance check for cemetery fence damage	\$1,696.25		
	\$17,204.08	\$17,204.08	\$0.00
CEMETERY TRUST FUND			
Perpetual Care Trust Funds, Balance January 1, 2003	\$56,621.62		
New Funds Received in 2003			
1. Keith and Jennifer Alexander, Lot #SF-15, Pine Grove	\$600.00		
2. Nancy Howard, Lot #335B, Pine Grove Cem	\$100.00		
Total New Funds:	\$700.00		
Total Perpetual Care Trust Funds- Dec. 31, 2003	\$57,321.62		
Perpetual Care Trust Fund Income Account			
Balance January 1, 2003	\$59,156.15		
Clarence L. Farwell		\$145.36	
Kinney Landscaping		\$500.00	
Kim Bent		\$250.00	
Interest on Funds	\$941.60		
Perpetual Care Trust Fund Balance Dec. 31, 2003	\$60,097.75	\$895.36	\$59,202.39
COMMON TRUST LIBRARY			
Total Common Trust Library	\$11,145.06		
(Income of \$90.39 paid to Trustees of Brookline Library)			
COMMON TRUST III			
Principal Balance January 1, 2003	\$646.94		
Unexpended Income Balance	\$5,636.49		
Balance December 31, 2003	\$6,283.43		
DODGE FUND COMMON TRUST			
Principal Balance January 1, 2003	\$28,978.34		
(Income of \$235.06 paid to the Brookline School District)			

TRUSTEES OF THE TRUST FUNDS  
BROOKLINE, NH  
REPORT OF TRUST FUNDS- 2003

SCHOLARSHIP TRUST

Principal Balance January 1, 2003	\$13,495.80
Interest Earned	\$109.01
	<hr/>
Balance December 31, 2003	\$13,604.81

HAZMAT TRUST FUND

Principal Balance January 1, 2003	\$4,702.79
Interest Earned	\$38.08
	<hr/>
Balance December 31, 2003	\$4,740.87

AMBULANCE SERVICE EXPENDABLE TRUST FUND

Principal Balance January 1, 2003	\$5,053.28
Donations	\$11,835.00
Expenses	\$5,066.66
Interest Earned	\$98.56
	<hr/>
Balance December 31, 2003	\$11,920.18

CEMETERY IRRIGATION TRUST FUND

Principal Balance January 1, 2003	\$11,938.11
Interest Earned	\$96.52
	<hr/>
Balance December 31, 2003	\$12,034.63

MILNER WALLACE CONSERVATION & RECREATION  
MEMORIAL TRUST FUND

Principal Balance January 1, 2003	\$1,593.34
Interest Earned	\$6.64
	<hr/>
Balance December 31, 2003	\$1,599.98

TRUSTEES OF TRUST FUNDS

John A. Tomaso  
Clarence L. Farwell (resigned)  
Peter Webb

**BROOKLINE PUBLIC LIBRARY - 2003 APPROPRIATION REPORT**

<b><u>LINE ITEM</u></b>	<b><u>APPROPRIATION</u></b>	<b><u>EXPENDED</u></b>	<b><u>BALANCE</u></b>
Salaries	\$79,820.00	\$80,676.57	\$856.57
FICA	\$6,106.00	\$6,171.79	\$65.79
Retirement	\$1,220.00	\$739.00	\$481.00
Telephone	\$2,100.00	\$2,091.20	\$8.80
Grants	\$1.00	\$0.00	\$1.00
Supplies	\$2,500.00	\$2,588.25	\$88.25
Profsnl, Dues, Fees	\$800.00	\$738.00	\$62.00
Automation	\$3,000.00	\$2,989.77	\$10.23
Postage	\$200.00	\$196.64	\$3.36
Binding	\$1.00	\$0.00	\$1.00
Education	\$600.00	\$251.00	\$349.00
Equipment Maintenance	\$400.00	\$127.58	\$272.42
Furniture & Equipment	\$1.00	\$1.00	\$0.00
Mileage	\$397.00	\$511.24	\$114.24
Advertising	\$1.00	\$0.00	\$1.00
Media	\$20,000.00	\$20,064.96	\$64.96
Programs	\$500.00	\$500.00	\$0.00
<b>Total</b>	<b>\$117,647.00</b>	<b>\$117,647.00</b>	<b>\$0.00</b>

## BROOKLINE PUBLIC LIBRARY - 2003 INCOME REPORT

### **BALANCE - JANUARY 1, 2003**

**\$15,087.58**

Trust Fund			\$168.42	
Fines			\$2,512.65	
Lost and Paid			\$203.07	
Non-Resident Cards			\$45.00	
Replacement Cards			\$6.00	
Interest			\$34.21	
Copy Machine			\$291.13	
Fax			\$10.50	
Media Sales			\$168.75	
Staff			\$179.79	
Insurance Payment			\$670.00	
Donations -	Children's Prog.	\$1,075.00		
	Book Sponsors	\$1,291.98		
	Friends	\$250.00		
	Women's Club	\$132.00		
	Miscellaneous	<u>\$159.59</u>	<u>\$2,908.57</u>	<u>\$7,198.09</u>
				<b><u>\$22,285.67</u></b>

### **Expended:**

Children's Programs			\$1,110.42	
Books -	Fines	\$1,631.70		
	Sponsors	\$1,280.69	\$2,912.39	
Furniture			\$3,237.98	
Lost and Paid Rebates			\$15.47	
Staff			\$179.79	
Other			<u>\$11.29</u>	<u>\$7,467.34</u>

### **Balance**

**\$14,818.33**

Savings account:	Balance on hand, January 1, 2003	<b>\$18,351.23</b>
	Interest	<b>\$108.42</b>
	Balance on hand, December 31, 2003	<b><u>\$18,459.65</u></b>

Respectfully submitted,

Treasurer, Board of Library Trustees

## BROOKLINE PUBLIC LIBRARY - 2003 STATISTICS

Days Open	292
Registered patrons	2,778

### CIRCULATION

Adult books	13,350	
Children's books	15,764	
Magazines	2,818	
Audios	1,624	
Videos	2,190	
Museum passes	77	<b>35,823</b>

### LIBRARY COLLECTION

Books	25,432	
Periodicals (volumes)	296	
Audios	579	
Videos	856	
Museum Passes	9	<b>27,172</b>

### INFORMATION

Interlibrary loan	
- Borrowed	692
- Loaned	396
Volunteer hours	2,246
Sponsored authors	102
Number of sponsors	38
Programs	131
Program attendance	2,787
Meeting room bookings	25

## BROOKLINE PUBLIC LIBRARY

### 2003 ANNUAL REPORT

The year 2003 saw the continued growth of patrons and activities. We now have 2778 card-carrying patrons. The library collection now numbers 27,172 volumes and circulation of all materials has soared to 35,823 in 2003, an increase of 10.7% over last year. This continuing growth is putting great pressure on the facilities, particularly the parking, and we will need to expand facilities in the near future. Planning has begun to consider how best to achieve needed expansion. Discussions have been held with Sue Palmatier in preparation for establishing an expansion committee which would analyze library needs and project community requirements. It is anticipated that such a committee would have a wide reach throughout the community and would include leaders from many community organizations.

A continuing problem at the outset of the year was the library air quality. Replacement of air ducts, a new heating/cooling system and other major improvements brought this problem under control this year.

Jane Nikander and Rebecca Brown, the children's librarians, have conducted another successful children's summer reading program, "Read all about it, 100 years of great ideas", with 115 children participating. The popular preschool children's summer story hour, Pajama Story Time, on Mondays, highlighted the library's continuing story program for children.

A number of new Library programs were initiated this year. The Entrepreneurial Career Resource Series, which continues in to 2004, led by Alice Buckner and Emily Hale, has been highly successful, drawing many attendees. This year marked the inauguration of the cooperative program with the Andres Art Institute called Autumn of the Arts. We plan to continue this well-received program every year. This was followed a month later by the Festival of Young Artists which was attended by 95 people. In October, the Library held a Teen Café night. The teenagers who attended enjoyed it so much that we intend to repeat it in 2004.

The Friends of the Brookline Library provided the refreshments for the annual Christmas tree lighting.

The "adopt an author" program, now comprises 102 authors supported by 38 sponsors, resulting in the purchase of 91 books for the Library. If you have a favorite author, you might wish to consider joining this program. If you do, please contact Jodi Tochko, at the Library.

The Friends of the Library continued their outstanding support by providing funds for the children's program and many unbudgeted items by their tireless work in organizing the book sales. Again, the annual book sales, held in the spring and fall, were highly successful. The Friends also arranged for museum passes to four museums in the area. Again if you have interest in using these passes, please contact Jodi or Pat.

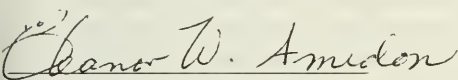


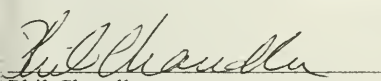
As in previous years, we have been blessed with a large group of volunteers, including many junior volunteers, who have given a total of 2246 hours to the library, up from 2106 last year. This support has been invaluable in maintaining a high level of service for the increasing patronage. Thank you to all who have helped.

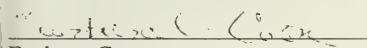
The trustees acknowledge the generosity and support of the community, the volunteers, author sponsors, contributors, the Friends of the Library and the library staff. We are especially grateful to Russell Heinselman and Anne Raich, who have contributed many hours maintaining and upgrading the computer system over the last year. Thank you all for your help.

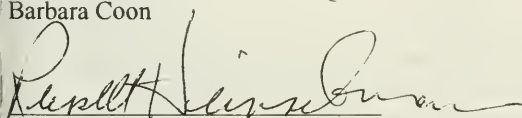
Respectfully submitted,

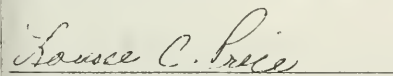
LIBRARY TRUSTEES

  
Eleanor W. Amidon, Chairman

  
Phil Chandler

  
Barbara Coon

  
Russell Heinselman

  
Louise C. Price

MESSAGE FROM THE CHIEF OF POLICE  
2003 ANNUAL REPORT

The Brookline Police Department plays a vital role in the resolution of conflicts and maintaining a peaceful quality of life within your homestead. We recognize our responsibility to maintain order while affording dignity and respect to each individual. Our goals are to foster partnerships and to promote a safe and secure community and to be responsive to the needs of our citizens.

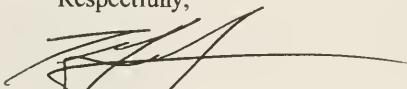
With the aid of citizen input and mechanical data analysis, we have been able to effectively identify through geographic information the areas in town, which would benefit from a police presence in order to deter motor vehicle violations such as speed as well as other crimes of concern. I would like to thank the many Brookline citizens who have called to report suspicious activities as well as voicing your fears of speeding motorists. With your help I think motorists have slowed down considerably. We hope the citizen input continues and we appreciate your calls.

In 2003, the Brookline Police Department started an Explorer's program for young adults ages 14 to 20 that have demonstrated an interest in a future career of Law Enforcement. This program will allow the Explorers to work and train side by side with the Brookline Police Officers and give them a first hand experience to basic police activities. If your child would be interested in the program, please contact me at 673-3755 for additional information.

After attending Citizens Police Academy training with Sgt. Corrado, it is our goal in 2004 to start up a Citizens Police Academy here in Brookline starting in the fall. We feel that this type of program will be very advantageous in promoting Community Policing. Please visit the Brookline Police Department web link at [www.BROOKLINE.NH.US](http://www.BROOKLINE.NH.US) for a listing of other services and programs provided by our department.

I wish all of you a safe and healthy 2004-year and as always; my door is always open to the public. I look forward to hearing from you whether it is good or bad input that you wish to share.

Respectfully,

A handwritten signature in black ink, appearing to read 'Tom Goulden', with a long horizontal flourish extending to the right.

Thomas J. Goulden  
Chief of Police

2003 BROOKLINE POLICE DEPARTMENT STATISTICS
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### CRIMINAL ACTIVITY

ALCOHOL RELATED OFFENSE	12
ASSAULT	19
ARRESTS	144
BAD CHECK	10
BURGLARY	6
CHILD EXPLOITATION	10
CRIMINAL MISCHIEF	58
CRIMINAL THREAT	7
CRIMINAL TRESPASS	10
DISORDERLY CONDUCT	7
DRIVING AFTER SUSPENSION	16
DRIVING UNDER INFLUENCE	20
DRUG RELATED INCIDENT	22
FIREARMS RELATED INCIDENT	3
FORGERY/FRAUD	10
HARRASSMENT	20
LITTERING	9
MISC. CRIMINAL ACTIVITY	28
RECKLESS CONDUCT/OPER.	7
RESIST ARREST	8
STOLEN VEHICLES	3
THEFTS	39
WARRANTS	8

### MOTOR VEHICLE ACTIVITY

ABANDONED/DISABLE VEH.	65
MV ACCIDENT	60
MV COMPLAINT	121
MV LOCKOUT	34
OHRV COMPLAINT	22
PARKING TICKETS	6
SUMMONS ISSUED	189
SUSPICIOUS MV	23
MV WARNINGS ISSUED	1,472

### NON-CRIMINAL ACTIVITY

ALARM ACTIVATIONS	110
ANIMAL COMPLAINTS	188
ASSIST AMB./FIRE/OTHER	132
CIVIL COMPLAINT/ISSUE	47
COMMUNITY POLICING ACTIVITY	181
DIRECTED PATROL	615
DOMESTIC DISTURB./ISSUE	58
E-911 HANGUP	51
FOUND PROPERTY	11
HOUSECHECK REQUEST	153
INCIDENTS/MISC.	60
JUVENILE RELATED	15
LOST PROPERTY	21
MISSING PERSONS	9
NOISE COMPLAINTS	13
PISTOL PERMITS	52
POLICE INFORMATION	110
POLICE SERVICE	251
PROTECTIVE CUSTODY	5
RECORD CHECK REQUEST	38
RIDE ALONG REQUEST	11
SUICIDE/ATTEMPT	2
SUSPICIOUS PERSON/VEHICLE	42
UNSECURE PROPERTY	10
UNTIMELY DEATH	4



**FY 2003 ANNUAL REPORT**  
**of the**  
**NASHUA REGIONAL PLANNING COMMISSION**  
**to the**  
**TOWN OF BROOKLINE**

The Nashua Regional Planning Commission (NRPC) provides transportation, land use, environmental, mapping and data planning services to twelve communities in the greater Nashua area. NRPC stands ready to assist its member communities with any issue of concern. We at the NRPC are grateful for the participation of Brookline's NRPC Commissioner: Harry Rogers. The following is a summary of our accomplishments for the period encompassing July 1, 2002 to June 30, 2003. More detailed information about these projects and NRPC's activities can also be found at [www.nashuarpc.org](http://www.nashuarpc.org).

### **Land Use and Environmental Planning**

NRPC provides technical assistance on land use and environmental issues to planning staff, planning boards and conservation commissions for all of its member communities.

- Provided staff support to the Planning Board through the agency's "circuit rider" program. Key accomplishments this year included the following:
- Provided assistance to communities with applications for the Land and Community Heritage Investment Program (LCHIP).
- Completed a "Census 2000 Profile" detailing relevant 2000 census information for all communities in the region.
- Conducted a planning board workshop on Phase II Stormwater requirements.
- Conducted three workshops for planning board members with the Department of Environmental Services: shoreland protection, wetlands, and energy efficient cities and schools in New Hampshire.
- Monitored residential sales in the region, databased these sales, and produced quarterly reports that detailed sales trends by community.
- Completed a "smart growth" audit for the Town as part of NRPC's small town and rural planning program, which will be completed by December 2003.

### **Transportation Planning**

NRPC, as the designated Metropolitan Planning Organization (MPO) for the region is responsible for developing and maintaining the region's transportation planning program. This includes soliciting, prioritizing and making recommendations on regional and local transportation projects that are funded through Federal or State sources. NRPC is responsible for developing the region's portion of the State's Transportation Improvement Program (STIP), maintaining the regional traffic model, and performing required air quality analyses. In addition, NRPC MPO funds are used to provide municipal technical assistance on transportation issues.

- Advocated for and continued to be a key participant in the State's efforts to extend commuter rail service to the region. While the project has experienced significant setbacks, we are monitoring the situation carefully and exploring other alternatives.
- Completed and adopted the region's Long Range Transportation Plan.
- Made significant progress on three regional transportation plans: transit, bicycle and pedestrian, and intelligent transportation systems (ITS) architecture, all of which required the development and coordination of major data sources.
- Assisted member communities with applications for the Congestion Mitigation and Air Quality (CMAQ) and Transportation Enhancements (TE) programs through the NH Department of Transportation.



- Began the process of developing local traffic models for each community using the TRANSCAD program. This program is much more sensitive than the current regional model and will replace it when implemented by June 2004.
- Began the process of implementing the UrbanSim modeling tool. The program, which completed by June of 2004, will enable land use modeling capabilities that will become an invaluable tool for master planning and development review.
- Studied transit needs in the community during the process of developing the NRPC Regional Transit Plan.
- Studied and identified bicycle and pedestrian routes in the community during the development of the NRPC Regional Bicycle and Pedestrian Plan.

### **Geographic Information Systems**

NRPC continues to maintain a diverse collection of GIS data including local roads, real property parcels, zoning, land use, and environmental conditions. This data is used in general mapping analysis for local and regional projects.

- Provided general maintenance of the regional GIS system, including new parcels, roads, protected conservation lands, zoning changes, trails, social welfare providers, major employers, and other baseline data for each community in the region.
- Published new base maps detailing soil, water and forest features for use in the Regional Environmental Planning Program, Phase 6 resource inventory.
- Mapped real estate transactions for the year 2002/03 to maintain a tool for monitoring housing sales trends.
- Prepared Census data in GIS form for regional and/or local reports.
- Completed study of changes in agricultural land use in the Nashua Region from 1974-1998.
- Developed a database of historic mill buildings region wide.
- Addressed numerous general mapping and information requests from town officials and the public.
- Updated and expanded regional annotation layers for improved clarity on map products.
- Updated town-owned or managed lands maps for the Brookline Conservation Commission.
- Developed maps for Brookline Conservation Commission of proposed Whitcomb Property Land Acquisition along with town-wide map displaying the series of land acquisitions over the last two years.

Respectfully Submitted,

Andrew Singelakis,  
Executive Director

## PLANNING BOARD STATISTICS - 2003

Cases Heard .....	30
Non-Residential Site Plans Approved .....	7
Non-Residential Site Plans Disapproved .....	1
Non-Residential Site Plans Withdrawn.....	0
Earth Removal Permits Approved.....	1
Subdivisions Disapproved.....	0
Subdivisions Approved.....	16
Lot Line Adjustments Approved'.....	2
Lot Line Adjustments Disapproved.....	0
New Lots Created.....	76

## BOARD OF ADJUSTMENT STATISTICS - 2003

Cases Heard.....	5
Special Exceptions Granted.....	3
Special Exceptions Tabled.....	0
Variances Granted.....	1
Appeal of Administration Decisions.....	0
Cases Withdrawn.....	1



**MELENDY POND AUTHORITY**

**Revenue and Expenses - 2003**

Cash on Hand - January 1, 2003	\$ 61,670.15
RECEIPTS:	
Received on Leases	\$ 2,485.00
Interest on Deposits	\$ 1,774.76
TOTAL RECEIPTS:	<u>\$ 4,259.76</u>
EXPENSES:	
Road Repairs	\$ 1,757.95
Banking Expenses	\$ 5.00
TOTAL EXPENSES:	<u>\$ 1,762.95</u>
CASH ON HAND - DECEMBER 31, 2003:	<u><u>\$ 64,166.96</u></u>

The assessed valuation of the buildings on the Melendy Pond Authority for 2003 was \$1,775,200, with an anticipated tax return to the town of \$38,167.

Peter Webb, Chairman  
Randolph Haight, Secretary  
Russell Haight, Treasurer  
Peter Cook  
Francis LaFreniere

## 2003 REPORT OF THE BROOKLINE CONSERVATION COMMISSION

The Brookline Conservation Commission (BCC) has been busy this last year committing our resources to overseeing the protection and utilization of natural and watershed resources in Brookline, NH. This is the main responsibility charged to the BCC in its charter. The Conservation Commission is grateful to the people of Brookline for their support of bonding authority for \$500,000 for the purpose of preserving and protecting undeveloped land in Brookline. With this bonding authority, the Conservation Commission gains greater flexibility in acquiring land with a long range planning perspective.

Three funding sources were available to the Conservation Commission in 2003:

- a. The deposit of 100% of the Current Use Change tax into the Land Acquisition fund,
- b. Bond funds of \$243,000 from the vote of the 2002 Town Meeting,
- c. Bond funds of \$500,000 from the vote of the 2003 Town Meeting.

Thanks to the overwhelming, generous support of our Townspeople, the BCC was able to obtain the following parcels in 2003/4, totaling 218.7 acres. A brief description follows:

- In the month of May, the BCC purchased two parcels, 18.3 acres, which abut the Hobart-Fessenden Woods (F-109) and 10.9 acres off Hutchinson Hill Road, adding to the Palmer Preserve area (B-73).
- In June, the BCC purchased 4.7 acres, which was formerly the railroad track and continues the trail south of the Palmer Preserve (D-4).
- By the end of August, the BCC completed the acquisition of 149.4 acres between Ben Farnsworth and Dupaw Gould Roads. The BCC hopes to preserve the existing wildlife corridor through to Lake Potanipo. This was Article 5, approved at the March 2003 Town Meeting (Lots C-25 and C-49).
- In January, 2004, the BCC purchased 35.4 acres, connecting to the west of the Palmer Preserve (B-71).

The BCC was also very busy attending to existing land and conservation issues.

Throughout the year, the BCC reviewed many site plans for subdivisions, home businesses, commercial businesses and lot line adjustments. The BCC provided feedback to the Planning Board, Board of Selectmen and Zoning Board of Adjustment relating to conservation concerns, open space vs. conventional plans and impact to sensitive areas. The BCC would like to thank all of these boards for their serious consideration of our opinions in these matters.

In the spring, the Hobart/Fessenden Advisory Board was formed and members were elected. A meeting was held and the Board agreed upon goals for the year. The parking area at the end of Pope Road is now nearing completion and many of the trails were improved during the year. Also, the first milfoil treatment of Lake Potanipo was applied. Swimmers and boaters alike saw a huge improvement in many areas of the lake. The BCC has subsequently received notification that Melendy Pond will be treated at no cost and Lake Potanipo will be funded at 50% in 2004, both through New Hampshire Department of Environmental Services grants. The BCC continues to work toward having the most effective herbicide applied to both locations. This would reduce the need for treatment from yearly to every 3-5 years, thereby significantly reducing the long-term cost. **To all boaters and lake users; please remove any weeds from your boats and boating/fishing equipment before and after using the lake. Milfoil is extremely invasive and hard to control.** Town Clean-up day was a success again this year. Thanks to Kathy Harvey for her tireless efforts in this and many other areas.

Through the summer several very important projects took place.

Mike Gribble, of Troop #260 submitted his Eagle Project plans for the Palmer Cabin to the Eagle Board and they were accepted. Through several meetings and lots of people power, a small map kiosk was built, a small bridge and two boardwalks were created, and benches and poster frames were installed. The cabin is now prepared to handle educational groups. We would like to thank the Boy Scouts and the Wharton Trust for their contributions to this project. On New Hampshire and National Trails Days, work parties cleared and marked trails and easements at Hobart/Fessenden Woods. Many volunteers gave of their time in the heat of July, for which we are grateful. Nissitissit Park was prepared for its dedication ceremony in August. Large rocks now line the edge of the parking area, the huge stump is no longer an obstacle and the entire parking area was graded. Clarence Farwell removed much of the poison ivy that plagues the area as well. The bridge was dedicated in August with many thanks to both Hera Development Corporation of Chestnut Hill, Massachusetts for its donation of the bridge and Clarence and Marcia Farwell for all their efforts on this project from start to finish. Steve Fitzgerald and his Lake Sampling crew continue to find reduced oxygen levels at a rate expected for Lake Potanipo and Melendy Pond.

During the fall, the BCC conducted a site walk on the newly purchased Whitcomb Parcel. Walkers enjoyed the tranquil serenity and viewed potential trail and parking areas. The BCC decided to re-visit the wetlands ordinance and reduce its land maintenance budget, as little of those funds were expended this year. Plans were made for next year, including a Trails Committee, quarterly supplemental lake sampling and further strategic land acquisition.

The BCC wishes to extend special thanks and recognition to past Chairpersons Kathy Harvey, Ken Turkington and Erich Hahn for their dedicated efforts on behalf of the BCC and the Town of Brookline. The BCC would also like to thank the Brookline Ice Breakers Snowmobile Club and all of the other volunteers for their collective efforts to promote trail management on Town owned properties. Finally, our gratitude to Valerie Maurer, our secretary, who provides endless, valued support to the commission.

## BUILDING INSPECTOR'S REPORT

Permits Issued Through December 31, 2003

TYPE OF PERMIT	# OF PERMITS	REVENUE RECEIVED
New Homes	35	\$ 17,675.72
Additions & Alterations - Residential	26	\$ 2,975.00
Commercial Buildings - New	2	\$ 878.00
Permit Renewal Fee - Commercial/Residential	0	\$ -
Additions & Alterations - Commercial	4	\$ 615.00
Garages	18	\$ 1,725.00
Sheds & Barns	29	\$ 1,450.00
Pools	22	\$ 600.00
Decks & Porches	29	\$ 1,525.00
Plumbing	3	\$ 100.00
Electrical	28	\$ 950.00
Masonry	0	\$ -
Fines - Reinspection	1	\$ 5.00
Driveway Permits	24	\$ 600.00
Radio Tower	0	\$ -
Replacement of Mobile Home	1	\$ 150.00
<b>TOTAL</b>	<b>222</b>	<b>\$ 29,248.72</b>

Building Inspector

# EMERGENCY MANAGEMENT REPORT

## CALENDAR YEAR 2003

Our Town survived another year without any displacement of residents due to severe weather or manmade or natural disasters. The streams and waterways were monitored during heavy rain conditions and roadways were surveyed for passability during weather emergencies.

A regional smallpox inoculation plan was designed with the other neighboring communities through the efforts of the Nashua Public Health Department. While a smallpox event never materialized, the Plan can be used in the future for a multitude of infectious disease situations or multiple casualty incidents.

During the planning phase for the new Public Safety Complex, an EOC (Emergency Operations Center) was designed that can be activated during a disaster for local official to coordinate resources with State and Federal organizations. Since the new complex will be outfitted with a propane fired generator, the EOC will be able to operate as the Command Center during any type of manmade or natural disaster.

The Town received Federal reimbursement for snow removal for the spring snowstorm. While the amount only covers 75% of the expenses incurred for the storm, the revenue is welcome to help offset the modest Highway budget.

The Director has been coordinating with U S Cellular as their management works through the process for acceptance of a second cellular tower on Ball Hill Road. The advantage to the Town will be the offer the Company has made to colocate the antennas for Ambulance, Fire and Police during construction, pay for the coaxial cable and pour a cement pad for a future equipment shed. The Company's offer would save the Town approximately \$15,000.00 in materials and installation costs after the tower has been built. The studies have shown that this tower would provide radio and cellular coverage to the Public Safety Department in the dead zones along Route 13 North.

The Ambulance and Fire Department have been pursuing grant money through the Homeland Security Act administered by the New Hampshire Emergency Management Agency. Additionally, the State has a plan in progress with Homeland Security funding to increase radio operability within the ambulance and fire departments. Radios through this program should be installed by the summer of 2004.

Respectfully submitted,  
Wesley N. Whittier, Emergency Management Director

# 2003 ROAD AGENT'S REPORT

## GENERAL MAINTENANCE

BUDGET APPROPRIATION	\$105,000.00
EXPENDITURES	
Clean-up	
F.B. Hale - Sweeper	\$10,050.00
C L Farwell Constr LLC	\$12,225.00
Drainage, cleaning catch basins and culverts	
Bellemore catch basin cleaners	\$1,615.00
C.L. Farwell Const. LLC	\$38,852.50
Miscellaneous	
State of N.H. - Signs	\$393.01
Installing and repairing Street Signs	\$1,295.00
State of N.H. - Dam Permit	\$300.00
Bingham Lumber - Bark	\$285.00
Striping Townsend Hill Rd.	\$2,100.00
Seal-Tec. -crack sealing	\$2,640.00
Mowing, trash removal, roadside brush clean up, maintaining town properties	\$6,300.00
Patching	
Brox Industries	\$488.40
C.L. Farwell Const. L.L.C.	\$4,325.00
Graveling & Grading	
Grader	\$8,100.00
Granite State Concrete	\$473.11
Burbee Sand & Gravel	\$2,565.00
Equipment & Labor	\$3,395.75
<b>TOTAL EXPENDITURES</b>	<b>\$95,402.77</b>

## SNOW PLOWING

BUDGET APPROPRIATION	\$105,000.00
EXPENDITURES	
C L Farwell Constr LLC	<u>\$135,901.24</u>
<b>TOTAL EXPENDITURES:</b>	<b>\$135,901.24</b>

## SANDING

BUDGET APPROPRIATION	\$105,000.00
EXPENDITURES	
Burbee Sand & Gravel - sand	\$9,241.25
C R Labonte	\$150.00
Quinn Bros Corp	\$1,200.00
Bingham Lumber Co	\$1,200.00
C L Farwell Constr LLC	<u>\$103,876.50</u>
<b>TOTAL EXPENDITURES:</b>	<b>\$115,667.75</b>



## RESURFACING ROADS

BUDGET APPROPRIATION		\$80,880.00
EXPENDITURES		
Continental Paving-Eddy Ave, Potanipo Hill Rd,	\$73,020.00	
Ruonala, Old Milford Rd (1 mile), Mill Brook		
C L Farwell Constr LLC	\$2,140.00	
F B Hale	\$525.00	
TOTAL EXPENDITURES	\$75,685.00	
 TOTAL BUDGET APPROPRIATION		 \$430,880.00
TOTAL EXPENDITURES	\$455,916.40	
BALANCE		(\$25,036.40)
ROCKY POND ROAD PROJECT		
MONIES AVAILABLE		
2002 Road/Bridge improvements		\$22,643.00
TOTAL MONIES		\$22,643.00
EXPENDITURES		
Burbee Sand & gravel	\$5,093.00	
C.L. Farwell Const. L.L.C.	\$15,390.00	
S & R Stump Disposal	\$2,160.00	
TOTAL EXPENDITURES	\$22,643.00	
BALANCE IN ACCOUNT	\$0.00	

Gerald G. Farwell  
Road Agent  
Clarence L. Farwell  
Tree Warden



## REPORT OF THE FIRE ENGINEERS FOR 2003

The Fire Department responded to a total of 114 calls, which resulted in a total of 1122 firefighter hours through November 30, 2003.

### CALLS

House/Structure	3	CO Detectors	7	Chimney	6
Brush/Illegal Burn	3	Car Accidents	24	Mutual Aid-Given	12
Alarm Activations	33	Gas/Propane/Oil	8	Mutual Aid-Received	1
Assist Police	2	Smoke Check	1	Assist Ambulance	4
Car Fires	2	Electrical	3	Wires/Trees	7
Public Assists	1				

The Board of Fire Engineers would again like to thank the residents of Brookline for supporting the Fire Department and allowing us to keep you and your property as safe as possible.

We would like to thank our Secretary Lee Duval for doing a great job at keeping us straight and keeping our office running smoothly.

We would like to thank our Steward Ron Denehy for keeping our building and grounds in great shape.

We would also like to thank the Firemen's Association for their donation of an enormous amount of equipment used by the Fire Department which is paid for by the Association, not tax dollars. It is greatly appreciated.

And finally Charlie, Dave, and Scott and I would like to thank the wives and families of all our fire personnel for allowing us to put a lot of time and energy into training activities and fire calls so that we can provide such a great service in protecting the Town of Brookline.

Respectfully Submitted

The Board of Fire Engineers  
Curt Jensen, Fire Chief  
Charles E Corey Sr., Assistant Fire Chief  
Scott Knowles, Assistant Fire Chief  
Dave Santuccio, Lt. Fire Engineer

**BROOKLINE HISTORY COMMITTEE**  
**2003 Progress Report for the Town Report**  
**Submitted to the Brookline Selectmen**  
**January 2004**

The Brookline History Committee (BHC) was formed in May 2003, for the sole purpose of updating the existing text "History of Brookline New Hampshire" by Edward E. Parker, dated 1914. The committee members consist of Laura Murphy, Lynne Abt, Clarence Farwell, Marcia Farwell, Ellen Winters, Eric Jensen, Nancy Howard, and Benjamin Sacks.

During 2003, the committee met three times. These meetings were used to establish short-term goals for 2003, as well as long-term schedule for the overall project of updating the "History". The short-term goals for 2003, which were all successfully completed, were:

- Generate a list of possible resources of information. This list includes, but is not limited to, local, state, and federal sources (such as libraries, repositories, town offices, churches, police, fire department, etc.), local citizens, and publications (such as Hollis-Brookline Journal, Brookliner, etc.)
- Draft a potential Table of Contents for the continuation of the "History"
- Have groups members read appropriate sections of the existing "History" to make recommendations about what to include in or exclude from the next edition of the "History".

The long-term schedule anticipates that this project of updating the "History" will take approximately ten years to complete, hopefully coming to completion in 2013. During these ten years, the committee has proposed the following schedule for researching events during each of the following 10-year periods:

- 2004 – research 1913-1925
- 2005 – research 1926-1935
- 2006 – research 1936-1945
- 2007 – research 1946-1955
- 2008 – research 1956-1965
- 2009 – research 1966-1975
- 2010 – research 1976-1985
- 2011 – research 1986-1995
- 2012 – research 1996-2005
- 2013 – research 2006-2013

The committee also created a BHC website for the main purpose of making all relevant scheduling/organizational materials easily available to the committee members. This site is available at [www.shadywood.net/BHC](http://www.shadywood.net/BHC) and is maintained by Laura Murphy. The two documents (resources of information, potential table of contents) produced as a result of the 2003 short-term goals are available online at this site.

**2003 BIRTHS**  
**JANUARY 1, 2003 - DECEMBER 31, 2003**

<b>DATE OF BIRTH</b>	<b>NAME OF CHILD</b>	<b>MOTHER &amp; FATHER</b>
JAN 06	GAGE RILEY DAVID MCELROY	ROISIN & JAMES MCELROY
JAN 07	KATHERINE JOSEPHINE BRED A	DORIS & JOHN BRED A
JAN 09	GIOVANNI ANGELO ZAMPIERI	JENNIFER DOLLOFF & RICHARD ZAMPIERI
JAN 09	MEGHAN MARKHAM COLE	HOLLY AUBEL COLE & BARRET COLE
JAN 12	ADAM ROBERT RAZZABONI	JENNIFER & MARK RAZZABONI
JAN 14	HANNA ALEXANDRA STELLA	ALLISON & JOSEPH STELLA
JAN 15	EMMA RACHEL ELKIN	LYNNE & GABRIEL ELKIN
JAN 17	MORGAN VINCENT SMITH	MARJORIE & BRIAN SMITH
JAN 20	JACOB MICHAEL OUMANSOUR	PATRICIA & YOUSSEF OUMANSOUR
FEB 07	QUINN THOMAS CONNORS	ANNE MARIE & GARY CONNORS
MAR 04	DAVID JAMES CADARIO	CYNTHIA & JOHN CADARIO
MAR 16	CHLOE NICHOLE JOHNSON	CARRIE & BRUCE JOHNSON
MAR 22	DANIEL RYAN AULBACH	LISA & JEFFREY AULBACH
MAR 23	HENRY LANE BURNS	SARAH & JONATHAN BURNS

MAR 25	TREVOR KEITH GAVIN	ROBIN & FRANCIS GAVIN
MAR 31	LYDIA ISABELLA BROWN	KELLI & JEFFERY BROWN
APR 07	ALEXANDER JAMES SHUTT	LISA & TIMOTHY SHUTT
APR 17	JESSICA ALANA COOPER	SHANTEL & JOSEPH COOPER
APR 29	SETH DOMINIC PONDER	KIMBERLY & BILLY PONDER
MAY 03	CAITLIN JANE TREACY	JENNIFER & STEPHEN TREACY
MAY 15	ETHAN THOMAS CLEMENTS	CHRISTINE & HOWARD CLEMENTS
MAY 15	WARREN WILLIAM CROSSMAN	DEBORAH & KARL CROSSMAN
MAY 23	JOSEPH CHARLES PILLSBURY	KERRY & JASON PILLSBURY
MAY 27	COLBY EDWARD DELANEY	REBECCA & EDWARD DELANEY
MAY 27	JESSEN GUY DELANEY	REBECCA & EDWARD DELANEY
MAY 30	HANNAH MARIE BROWN	JILL & TIMOTHY BROWN
JUNE 19	THEODORE JOSEPH MOSCATELLI	JOAN & MARC MOSCATELLI
JUNE 19	MELISSA GRACE BURGH	SHAYNA & PETER BURGH
JUNE 19	MIRIAM JOY BURGH	SHAYNA & PETER BURGH
JULY 02	ABIGAIL GRACE MCGETTIGAN	CHRISTINE & TIMOTHY MCGETTIGAN
JULY 03	CHAD DYLAN BENT	CHAD & EVA BENT

JULY 04	MARISA RENEE BRICKNER	HEATHER & SHAWN BRICKNER
JULY 29	BENJAMIN LOUIS LIPMAN	MARYBETH & JASON LIPMAN
AUG 07	BRANDON DAVID TSE-WEI HSU	BRENDA & NELSON HSU
AUG 09	JASMINE LEA RIZZO	LEILA & JOSEPH RIZZO
AUG 10	BENJAMIN DANAISAWASDI	A TONGSUJARITWONG & V DANAISA WASDI
AUG 23	ALEXANDER MARC HADLEY	ALISON & MARC HADLEY
SEPT 09	TRENT EDWARD MARTINOS	HEATHER & STEVEN MARTINOS
SEPT 09	NOAH ASHE SINCLAIR	SHANNON & JOHN SINCLAIR
SEPT 29	PAIGE DIANA KNUDSEN	ANGELA & ROBERT KNUDSEN
OCT 01	COLBY BRADY MACDORMAND	JULIE & SCOTT MACDORMAND
OCT 09	ELIZABETH PAIGE MAXWELL	TAMMY & JAMES MAXWELL
OCT 20	HUNTER REIS	DONNA & JOHN REIS
OCT 24	MOLLY ELIZABETH AREL	MELISSA & MATTHEW AREL
NOV 07	JAMES SCOTT PARK	MELISSA & SCOTT PARK
NOV 20	AUTUMN GRACE SPOON	TAMMY & CORY SPOON
DEC 03	MORGAN ELIZABETH HUDON	TAMMY & MICHAEL HUDON



DEC 13

LOGAN NATHANIEL ROTH

CANDICE SLEEPER & RICHARD ROTH

**2003 MARRIAGES**  
**DECEMBER 31, 2003 - JANUARY 31, 2003**

<b>DATE/PLACE</b>	<b>GROOM/BRIDE</b>	<b>RESIDENCE</b>	<b>BY WHOM MARRIED</b>
FEB 01 TEMPLE NH	DONALD D JOSLYN REBECCA J ROBBINS	BROOKLINE NH BROOKLINE NH	DIANE M HADLEY JUSTICE OF THE PEACE
FEB 14 BROOKLINE NH	LUKE LANGLOIS HAYLIE S NUNNEY	MERRIMACK NH BROOKLINE NH	
FEB 14 HAMPTON FALLS NH	JASON K WRIGHT LEANNE STEVENS	BROOKLINE NH HAVERHILL MASS	
MAR 08 BROOKLINE NH	NICOLAE DASCALU ADRIANA I ZISU	BROOKLINE NH MILFORD NH	
APR 12 BROOKLINE NH	MICHAEL F RADULSKI CAROL A MESSER	BROOKLINE NH BROOKLINE NH	NANCY B HOWARD JUSTICE OF THE PEACE
APR 25 BROOKLINE NH	WILLIAM G CAHILL DIANE J SENTER	WESTMINSTER MA WESTMINSTER MA	NANCY B HOWARD JUSTICE OF THE PEACE
MAY 03 BROOKLINE NH	GERARD F DERAPS KIM HART	BROOKLINE NH BROOKLINE NH	NANCY B HOWARD JUSTICE OF THE PEACE
MAY 17 NASHUA NH	ERIC L RYHERD CYNTHIA S UDELL	BROOKLINE NH WAKEFIELD MA	
MAY 24 MERRIMACK NH	GUY F LEFRENIERE LEIGH-ANN H HUTCHINSON	BROOKLINE NH BROOKLINE NH	LARRY CLOUSE PASTOR

MAY 31 NASHUA NH	STEVEN C COUTERMARSH JENNIFER M MALONSON	BROOKLINE NH BROOKLINE NH	TIMOTHY CASSIDY MINISTER
JUNE 14 BROOKLINE NH	LESTER A DAVIS JR NANCY E LEVASSEUR	BROOKLINE NH BROOKLINE NH	
JUNE 15 BEDFORD NH	TIMOTHY A HOFFMAN CATHERINE A C CHIMENTO	TOWNSEND MA BROOKLINE NH	
JUNE 28 JACKSON NH	MICHAEL G DRESSEL SALMA RAYA	LEOMINSTER MA LEOMINSTER MA	BARBARA M THERIAULT JUSTICE OF THE PEACE
JULY 04 NASHUA NH	SHANE A MCLAUGHLIN CHRISTINE L DECKER	BROOKLINE NH BROOKLINE NH	TODD A WHITNEY JUSTICE OF THE PEACE
JULY 09 MILFORD NH	QUERINO A MERCADANTE DIANE R MILOWSKI	WORCESTER MA WORCESTER MA	DAN R CHERNEWSKI JUSTICE OF THE PEACE
JULY 18 MANCHESTER NH	PAUL R HERZICH III ANDREA L HIGGINS	QUINCY MA QUINCY MA	DAVID W SMITH CLERGYMAN
JULY 19 BROOKLINE NH	MICHAEL J HUDON TAMMY L BRUNELLE	BROOKLINE NH BROOKLINE NH	KAREN WALKER JUSTICE OF THE PEACE
JULY 19 BROOKLINE NH	JEREMY M CURLY MARLENA N RACICOT	LOWELL MA LOWELL MA	WAYNE LEFEBVRE JUSTICE OF THE PEACE
JULY 23 BROOKLINE NH	MARK R GIONET KIMBERLY C BRANCO	FITCHBURG MA FITCHBURG MA	WAYNE LEFEBVRE JUSTICE OF THE PEACE
JULY 28 MILFORD NH	JOSEPH A RIZZO LEILA LAKHDARI	BROOKLINE NH BROOKLINE NH	R KAREN WALKER JUSTICE OF THE PEACE

AUGUST 09 MERRIMACK NH	DENNIS MARANDOS DIANE J TROYER	BROOKLINE NH BROOKLINE NH	ZOE GEORGIA ONSRUTH JUSTICE OF THE PEACE
AUG 17 AMHERST NH	JEFFREY J SAVAGEAU CHRISTINA M LYLES	MANCHESTER NH BROOKLINE NH	KY'N GDANIAN PASTOR
AUG 30 MERRIMACK NH	ADAM P BREW RACHEL C HERMAN	BROOKLINE NH BROOKLINE NH	
OCT 04 BROOKLINE NH	ALAN M BELL ELIZABETH A WHITCOMB	ELIZABETH IN BROOKLINE NH	DAVID W SMITH CLERGYMAN
OCT 04 PORTSMOUTH NH	JOHN R INGHAM KELLY L.K. COLLINS	STILL RIVER MA LEOMINSTER MA	MARGARET BRITTON REVEREND
OCT 05 BROOKLINE NH	CARL D RAPSIS PAULA A CARON	BROOKLINE NH BROOKLINE NH	
OCT 11 BROOKLINE NH	THOMAS C PERKINS AMY I GOULDING	BEDFORD NH BROOKLINE NH	RONALD P TUTTER JUSTICE OF THE PEACE
OCT 12 SANBORNTON NH	NEDIM A YCANER BETHANY J STEVENSON	MILFORD NH MILFORD NH	THOMAS KUHNER JUSTICE OF THE PEACE
OCT 25 HOLLIS NH	CARLTON T CREAMER LOUISE N ROBERGE	BROOKLINE NH BROOKLINE NH	MICHAEL H BONE REVEREND
NOV 01 JACKSON NH	JAMES S KEIGHLEY LYNNE C JASTROMSKI	MADISON NH EAST GREENWICH RI	JUNE L VENDRILLO JUSTICE OF THE PEACE
NOV 01 HAMPTON NH	PABLO M DELEON JR JOANNE P DONOVAN	PEPPERELL MA PEPPERELL MA	JANE KELLEY JUSTICE OF THE PEACE

DEC 05 BROOKLINE NH	DAVID T DESIGNAS ROSE MARIE MITCHELL	FITCHBURG MA FITCHBURG MA	NANCY B HOWARD JUSTICE OF THE PEACE
DEC 24 BROOKLINE NH	JOSEPH D MAZZAFERRO JR FARANAZ M F GURIDI	LEOMINSTER MA LEOMINSTER MA	NANCY B HOWARD JUSTICE OF THE PEACE

**2003 DEATHS**  
**JANUARY 1, 2003-DECEMBER 31, 2003**

<b>DATE OF DEATH</b>	<b>PLACE OF DEATH</b>	<b>NAME</b>	<b>PLACE OF BURIAL</b>
JAN 17	MERRIMACK NH	EDWARD L BRANIECKI JR	PINE GROVE CEMETERY, BROOKLINE NH
JAN 20	BROOKLINE NH	CHARLES C CHRISTIANS	NH VETERANS CEMETERY, BOSCAWEN NH
FEB 25	NASHUA NH	ELSIE G FESSENDEN	PINE GROVE CEMETERY, BROOKLINE NH
MAR 15	NASHUA NH	JOHN J VOSSAHLIK	PINE GROVE CEMETERY, BROOKLINE NH
MAR 25	NASHUA NH	RICHARD T WILEY	
MAR 25	NASHUA NH	BRENDA L ENGLE	PINE GROVE CEMETERY, BROOKLINE NH
APR 07	STUART FLA	HAROLD F BURGESS	PINE GROVE CEMETERY, BROOKLINE NH
APR 16	MERRIMACK NH	EDWIN K COSTELLO	
APR 24	SHREWSBURY MA	KEITH J ALEXANDER	PINE GROVE CEMETERY, BROOKLINE NH
MAY 30	NASHUA NH	ANNA HALL	
JUNE 05	MERRIMACK NH	DONALD E MACDERMOD	
JUNE 12	MERRIMACK NH	NORMAN L HARVEY	
JULY 16	MERRIMACK NH	TERRY E BUCKNER	
AUG 15	CONCORD NH	WALDO D HARDY	PINE GROVE CEMETARY, BROOKLINE NH



AUG 25	BROOKLINE NH	THOMAS JOHN SYBERT	CONCORD CREMATORUM, CONCORD NH
SEPT 02	BROOKLINE NH	DAVID L JOHNSON	PHANEUF CREMATORUM, MANCHESTER NH
SEPT 18	NASHUA NH	JAMES V PELUSI	PINE GROVE CEMETERY, BROOKLINE NH
SEPT 19	BROOKLINE NH	DOROTHY B RUSSELL	PNANEUF CREMATORUM, MANCHESTER NH
OCT 20	MILFORD NH	HELEN M ASELTINE	
OCT 21	BROOKLINE NH	CHARLES F BUNKER	PINE GROVE CEMETERY, BROOKLINE NH
OCT 28	BEDFORD NH	AMBER L CARTER	
NOV 06	JAFFREY NH	JEANNE E RIPPON	PINE GROVE CEMETERY, BROOKLINE NH
NOV 12	MILFORD NH	RAYMOND L DULAC	PINE GROVE CEMETERY, BROOKLINE NH
NOV15		EUNICE F SIRONEN	PINE GROVE CEMETERY, BROOKLINE NH
NOV 28	BROOKLINE NH	JOHN E VOSSAHLIK	PINE GROVE CEMETERY, BROOKLINE NH
DEC 11	BROOKLINE NH	MARY CROWELL	WATERSIDE CEMETERY, MARBLEHEAD MA
DEC 23	BROOKLINE NH	CLARENCE H COREY	PHANEUF CREMATORUM, MANCHESTER NH
DEC 30	NASHUA NH	MARGARET A FLEMING	LAKESIDE CEMETERY, BROOKLINE NH

ANNUAL REPORT OF THE OFFICERS  
of the  
BROOKLINE SCHOOL DISTRICT  
2003

OFFICERS

Mrs. Kathleen A. O'Sullivan	Term Expires 2004
Mrs. Susan Heard	Term Expires 2005
Mr. Mike Molkentine	Term Expires 2006
Mr. Thomas I. Arnold, Jr., Moderator	Term Expires 2004
Mrs. June Harris, Treasurer	Term Expires 2004
Mrs. Patricia Howard, Clerk	Term Expires 2004

ADMINISTRATION

Dr. Kenneth L. DeBenedictis, Superintendent of Schools  
Ms. Carol A. Mace, Director of Curriculum and Instruction  
Mrs. Lee Ann Blastos, Business Administrator  
Mr. Robert R. Kelly, Director of Special Education

Mrs. Elizabeth Eaton, Co-Principal  
Mrs. Lorraine S. Wenger, Co-Principal  
Mr. Kevin W. Stone, Assistant Principal

## SCHOOL WARRANT

The State of New Hampshire

**POLLS OPEN AT 7:00 AM - WILL NOT CLOSE BEFORE 7:30 PM**

To the inhabitants of the School District of the Town of Brookline qualified to vote in District affairs.

YOU ARE HEREBY NOTIFIED TO MEET AT THE CAPT. SAMUEL DOUGLASS ACADEMY IN SAID DISTRICT ON THE NINTH DAY OF MARCH, 2004, AT SEVEN O'CLOCK IN THE MORNING TO ACT UPON THE FOLLOWING SUBJECTS.

1. To choose a Moderator for the ensuing year.
2. To choose a Clerk for the ensuing year.
3. To choose a Treasurer for the ensuing year.
4. To choose a member of the School Board for the ensuing three years.

GIVEN UNDER OUR HANDS AND SEALS AT SAID BROOKLINE THIS SEVENTEENTH DAY OF FEBRUARY, 2004.

Susan Heard, Chair  
Mike Molkentine  
Kathleen A. O'Sullivan  
SCHOOL BOARD

A true copy of the Warrant attest:

Susan Heard, Chair  
Mike Molkentine  
Kathleen A. O'Sullivan  
SCHOOL BOARD

**At press time, the Brookline School District Warrant had not been finalized. A signed, completed Warrant will be posted on February 28, 2004 and copies will be available at that time.**

**BROOKLINE SCHOOL DISTRICT WARRANT  
THE STATE OF NEW HAMPSHIRE**

To the inhabitants of the School District of the Town of Brookline in the County of Hillsborough, State of New Hampshire, qualified to vote in District affairs.

YOU ARE HEREBY NOTIFIED TO MEET AT THE CAPT. SAMUEL DOUGLASS ACADEMY GYMNASIUM IN SAID DISTRICT ON MONDAY, THE FIFTEENTH DAY OF MARCH, 2004, AT SEVEN O'CLOCK IN THE EVENING TO ACT UPON THE FOLLOWING SUBJECTS.

1. To elect all necessary school district officers for the ensuing years by official ballot on March 9, 2004.
  - Election of one (1) member of the School Board for the ensuing three years.
  - Election of a School District Treasurer for the ensuing year.
  - Election of a School District Clerk for the ensuing year.
  - Election of a School District Moderator for the ensuing year.
2. To see if the school district will vote to raise and appropriate \$\_\_\_\_\_ for the support of schools, for the payment of salaries of school district officers and agents and for the payment of statutory obligations of the district. This appropriation does not include any of the other warrant articles. At press time, the school board and finance committee had not yet had their hearing.
3. To see if the school district will vote to approve the cost items in the collective bargaining agreement between the Brookline School Board and the Brookline Teachers Association and pursuant thereto, to raise and appropriate the sum of \$\_\_\_\_\_ for the 2004-2005 fiscal year, such sum representing the additional costs attributable to the increase in salaries, as negotiated, over those of the appropriation at current staffing levels paid in the prior fiscal year. At press time, the school board and finance committee had not yet had their hearing.
4. To see if the school district will vote to approve the cost items in the collective bargaining agreement between the Brookline School Board and the Brookline Support Staff Association and pursuant thereto, to raise and appropriate the sum of \$\_\_\_\_\_ for the 2004-2005 fiscal year, such sum representing the additional costs attributable to the increase in salaries and fringe benefits. Cost items increase in

subsequent years will require approval of specific warrant articles at future District Meetings. At press time, the school board and finance committee had not yet had their hearing.

5. To see if the school district will authorize the Brookline School District to accept federal future year and catastrophic aid funds for any unanticipated special education costs that exceed budget limitations established at the District Meeting. At press time, the school board and finance committee had not yet had their hearing.
6. To see if the school district will vote to purchase a new telephone system for the Richard Maghakian Memorial School and to raise and appropriate the sum of \$ \_\_\_\_\_ for this purpose. At press time, the school board and finance committee had not yet had their hearing.
7. To see if the school district will vote to increase the Brookline School Board from three to five members effective March 2005. One of those additional members will be elected for a one-year term and the other for a two-year term. Thereafter, the added members will serve for a term of three years. At press time, the school board and finance committee had not yet had their hearing.
8. To see if the school district will vote to raise and appropriate the sum of \$ \_\_\_\_\_ to establish a capital reserve fund to be used to support the costs of an addition to the Captain Samuel Douglass Academy. At press time, the school board and finance committee had not yet had their hearing.
9. Petition Warrant Article  
To see if the school district will vote to increase the Brookline School Board from three to five members meeting on the fourth Thursday of the month at a time and location determined to be suitable for the public. Meetings that are in conflict with a holiday may be rescheduled. The election of the two additional school board members will be held in 2005, one member for a one year term and the second member for a two year term. Thereafter the added members will serve a term of three years. (Submitted by petition) At press time, the school board and finance committee had not yet had their hearing.

*Due to the earlier printing deadline, it is possible that additional petition articles may be submitted. Any additional petition articles will appear on the posted warrant.*

10. To transact any other business which may legally come before said meeting.

GIVEN UNDER OUR HANDS AND SEALS AT SAID BROOKLINE THIS SEVENTEENTH DAY OF FEBRUARY, 2004.

Susan Heard, Chair  
Mike Molkenline  
Kathleen A. O'Sullivan  
SCHOOL BOARD

A true copy of the Warrant attest:

Susan Heard, Chair  
Mike Molkenline  
Kathleen A. O'Sullivan  
SCHOOL BOARD



**BROOKLINE SCHOOL DISTRICT ANNUAL MEETING  
CAPTAIN SAMUEL DOUGLASS ACADEMY  
MARCH 10, 2003  
7:00PM**

School District Moderator Thomas I. Arnold, Jr. opened the meeting at 7:12 pm.

The school board started the meeting by asking everyone to join in saying our Pledge of Allegiance followed by the National Anthem sung by the Brookline Girl Scouts.

Moderator Arnold then read from the warrant :

**YOU ARE HEREBY NOTIFIED TO MEET AT THE CAPT. SAMUEL DOUGLASS ACADEMY GYMNASIUM IN SAID DISTRICT ON MONDAY, THE TENTH DAY OF MARCH, 2003, AT SEVEN O'CLOCK IN THE EVENING TO ACT UPON THE FOLLOWING SUBJECTS.**

To elect all necessary school district officers for the ensuing years by official ballot on March 11, 2003.

Election of one (1) member of the School Board for the ensuing three years.

Election of a School District Treasurer for the ensuing year.

Election of a School District Clerk for the ensuing year.

Election of a School District Moderator for the ensuing year.

Moderator Arnold stated that this would be taken care of during the election the following day, and he opened under Article 2.

To see if the school district will vote to raise and appropriate \$5,211,669 for the support of schools, for the payment of salaries of school district officers and agents and for the payment of statutory obligations of the district.

Article 2 was moved by Susan Heard and seconded by Kathleen O'Sullivan.

Susan Heard did a presentation discussing the School District Goals for this year: Curriculum, instruction, assessment, staff, community and facilities.

Lorna Spargo spoke about Enrollment stating that within the next 5 years the enrollment will go from 102% to 107%. The increase is coming from the lower grades.  
The growth in the next 5 years is 17%

Susan Heard wanted to Thank Leanne Blastos, Liz Eaton, Laurie Wenger, and the Finance committee for all of there hard work on the budget this year.

Susan Heard did a presentation on the Main Operating Budget similar to the demonstration at the School budget hearing.

Ernie Hudziec asked if the School Board has a long term facilities committee?

Kathleen O'Sullivan said that was a goal for next year.

Mr. Hudziec stated that he would like to volunteer for that committee.

Jack Flanagan commended the School Board for a flat budget.

Ernie Hudziec moved to amend the budget of \$5,211,669.00 to be increased by \$50,000.00 to determine the appropriateness of the entire CSDA site 110 acres for further building construction. The work to include topographic mapping, wetland identification, percolation test pits, test boring, schematic building drawings and other related work to determine two locations suitable for the construction of a 100,000 sq ft building. Additional information: It is hoped that among the bidders for aforementioned work will CMK

Architects and HIS Hayner/ Swanson, Inc. Civil Engineering/ Land Surveyors since they have prior experience with the site. I estimate the impact of this motion is \$.20 per thousand.

Kathleen O'Sullivan stated that the School Board has worked very hard on the budget to keep it down this year and that the board does not support this amendment.

Jonathan King spoke on behalf of the Finance committee. He stated that they do not support this amendment.

This amendment was put to a vote. The motion was defeated by a show of cards.

The moderator asked if anyone had anything to say about the original motion.

Don Edson asked about the 16% reduction in the plant operating costs. He wanted to know what made it go down?

Dr. DeBenedictis said that they reduced the overall management of the building and grounds situation. They now have an SAU wide building and grounds maintenance supervisor, that saved us about \$15-20,000.00 they also made reductions in materials and supplies in grounds maintenance that accounts for the overall reductions.

The moderator put Article 2 to a vote.

This passed by a show of cards

The moderator then opened under Article 3.

To see if the school district will vote to approve the cost items in the collective bargaining agreement between the Brookline School Board and the Brookline Teachers Association and pursuant thereto, to raise and appropriate the sum of \$102,069 for the

2003-2004 fiscal year, such sum representing the additional costs attributable to the increase in salaries, as negotiated, over those of the appropriation at current staffing levels paid in the prior fiscal year.

Article 3 was moved by Kathleen O'Sullivan and seconded by Ernie Hudziec.

Kathleen O'Sullivan did a presentation on Professional Staff Contract.

This passed by a show of cards.

The moderator then opened under Article 4

To see if the school district will vote to approve the cost items in the collective bargaining agreement between the Brookline School Board and the Brookline Support Staff Association and pursuant thereto, to raise and appropriate the sum of \$43,120 for the 2003-2004 fiscal year, such sum representing the additional costs attributable to the increase in salaries and fringe benefits. Cost items increase in subsequent years will require approval of specific warrant articles at future District Meetings.

Article 4 was moved by Kathleen O'Sullivan and seconded by Lorna Spargo.

Jack Flanagan congratulated Ms. O'Sullivan on her first negotiation . He asked her to shed a little light on Health, benefits and vacation time? What are the fringe benefits?

Kathleen O'Sullivan said that health insurance had little cost impact and vacation is only available for full-time employees.

This passed by a show of cards.

The moderator then opened under Article 5

To see if the school district will authorize the Brookline School Board to accept federal future year and catastrophic aid funds for any unanticipated special education costs that exceed budget limitations established at the District Meeting.

Article 5 was moved by Ernie Hudziec and seconded by Lorna Spargo.

This passed by a show of cards.

The moderator then opened under Article 6.

To see if the school district will vote to purchase a new security system for the Richard Maghakian Memorial School and to raise and appropriate the sum of \$15,500 for this purpose.

John Liska stated that he owns a business in town. He told the board that he uses a security company out of Hollis NH. The costs are very low in comparison to what the school board is recommending. He said that he would be glad to get some figures from the security company and send it over to the SAU office. Ms. Spargo said that when the information was received the school board would look into it.

Don Edson asked what the prevention of somebody entering the school is that isn't welcome?

Dr. DeBenedictis said that they have a great emergency plan in place

Michelle Mosca stated that the doors at the basement and the kindergarten entrance are open all the time.

Lorna Spargo told Ms. Mosca said that she need to bring the doors being unlocked to Mrs. Eaton's attention.

Article 6 was put to a vote.

This passed by a show of cards.

The moderator then opened under Article 7

To change the hour at which the Brookline Elementary Schools open to 7:45 AM, to accommodate an 8:30 AM opening for the Hollis-Brookline cooperative schools (submitted by petition).

Mr. Hudziec made a motion to pass over this article. Jack Flanagan seconded the motion. This passed unanimously by a show of cards.

The moderator closed under Article 7 and opened under Article 8

To transact any other business which may legally come before said meeting.

Mr. John Lombard spoke on behalf of the time change for the Hollis/Brookline School District.

His proposal is that the Middle and High School open from 8:30am-3:39pm and that the Elementary school hours be changed to 7:45am- 2:45pm

Mr. Lombard said that a study was done in many places. The results showed that students would be able to sleep later, The average of sick days were lowered, Reduced tardiness, equal or greater participation in sports, average score of depression was lower and the change of drop outs were lower.

He says that the teachers were happier with the new time change.

Kathleen O'Sullivan said that she agrees with the premise of sleep impact . Ms. O'Sullivan so said that the board would support looking into this.

Dr. DeBenedictis said that they are looking at a way to make the adjustment He also stated that providing the kids with more sleep would be great. Dr DeBenedictis also stated that Mr. Lombard's intentions are good but a little premature. He feels that we need to look into this quite a bit more.

The moderator said that if you agree for the school board to work with the co-op to determine the best practice please raise your cards.

This passed by a show of cards.

Kathleen O'Sullivan said that the school board started the year by trying to fill the place of a great Principal and friend. Rich Maghakian. They wanted to thank Liz Eaton, Laurie Wenger, and Kevin Stone for all of their effort and smooth transition.

She spoke of all of the committees that the board served on.

She thanked the School District Clerk, Treasurer, Moderator, SAU, Parents and the fellow board members for all of their hard work.

Michael Apfelberg moved that the following non-binding declaration be approved and forwarded immediately to the Brookline School Board, Hollis School Board, Hollis/Brookline Cooperative School Board, Hollis Board of Selectmen, Brookline Board of Selectmen, as well as all relevant media for the towns of Hollis and Brookline:

"We, the Residents of the Brookline School District, legally assembled at Annual District Meeting on March 10th, 2003, do hereby declare our opinion that the reconsideration of Coop Warrant Article #3 is, while legally permissible, an inherently undemocratic act, overturning the votes of 1700 voters cast on said issue. Further, we recommend in the strongest possible terms that all SAU 41 School Board members, being entrusted with the public confidence to uphold democratic principles, express their desire for the original vote to be upheld, not because they are for or against the issue at hand, but because they believe in the democratic process. Further, we encourage that all voters at the March 17th, 2003 HB Cooperative School District Meeting, vote NO on the reconsidered renovation warrant article. Our recommendation is made not on the merits of this or any other proposal, but is instead predicated on Democratic Principles, which we, the assembled legislative body, believe have been violated by the reconsideration process, effectively nullifying a legally held, democratic, fair and equitable vote."

Harry Rogers moved the question. Rena Dunklee seconded.

This motion passed by a show of cards.

29-YES     18- NO

Clarence Farwell moved to adjourn the meeting . Second by Kathleen O'Sullivan.

The School District meeting closed at 9:45pm.

Respectfully Submitted,  
Patricia A Howard  
School District Clerk

BROOKLINE SCHOOL DISTRICT

	<u>ACTUALS</u> <u>FY 2002-2003</u>	<u>ADOPTED</u> <u>FY 2003-2004</u>	<u>PROPOSED</u> <u>FY 2004-2005</u>	<u>RECOMMEND</u> <u>FY 2004-2005</u>
1100 REGULAR INSTRUCTION	\$1,762,735	\$1,775,598	* see note	* see note
1200 SPECIAL EDUCATION	\$622,659	\$689,924		
1260 ESL PROGRAM	\$5,273	\$5,268		
1270 GIFTED AND TALENTED	\$0	\$0		
1300 VOCATIONAL EDUCATION	\$0	\$0		
1400 CO-CURRICULAR	\$0	\$0		
2120 GUIDANCE	\$62,440	\$64,091		
2130 HEALTH	\$63,643	\$63,143		
2210 IMPROVEMENT OF INSTRUCTION	\$29,500	\$31,350		
2220 EDUCATIONAL MEDIA	\$91,052	\$99,171		
2310 SCHOOL BOARD EXPENSE	\$13,170	\$12,570		
2320 OFFICE OF SUPERINTENDENT	\$146,612	\$161,881	* see note	* see note
2400 OFFICE OF PRINCIPAL	\$296,030	\$298,299		
2600 OPERATION OF PLANT	\$493,828	\$412,136		



	<u>ACTUALS</u> <u>FY 2002-2003</u>	<u>ADOPTED</u> <u>FY 2003-2004</u>	<u>PROPOSED</u> <u>FY 2004-2005</u>	<u>RECOMMEND</u> <u>FY 2004-2005</u>
2700 TRANSPORTATION	\$164,701	\$178,118		
2900 FRINGE BENEFITS	\$616,983	\$705,240		
4300 BUILDING IMPROVEMENT SVCS	\$0	\$0		
5100 DEBT SERVICE	\$445,700	\$570,300		
5221 TRANSFER TO FOOD SERVICE	\$109,580	\$109,580		
5222 TRANSFER TO SPECIAL PROJECTS	\$35,000	\$35,000		
5230 TRANSFER TO CAPITAL PROJECTS	\$606,000	\$0		
GRAND TOTALS	\$5,564,907	\$5,211,669		

\* Available at District Hearing

BROOKLINE SCHOOL DISTRICT REVENUE

REVENUE & CREDITS	APPROVED BY DRA 2002-2003	APPROVED BY DRA 2003-2004	PROPOSED 2004-2005
UNRESERVED FUND BALANCE	\$105,460	\$65,409	\$0
CHILD NUTRITION	\$109,580	\$109,580	\$109,580
TRUST FUND	\$1,500	\$1,500	\$0
SCHOOL BUILDING AID	\$117,873	\$145,669	\$138,346
KINDERGARTEN AID	\$0	\$0	\$0
CATASTROPHIC AID	\$4,962	\$5,661	\$5,661
EARNINGS ON INVESTMENTS	\$8,000	\$5,000	\$5,000
OTHER LOCAL SOURCES	\$0	\$0	\$1,500
FEDERAL FUNDS	\$35,000	\$35,000	\$35,000
SALE OF BONDS	\$600,000	\$0	\$0
TRANSFER FROM SPECIAL REVENUE FUND	\$0	\$0	\$0
TRANSFER FROM CAPITAL PROJECTS FUND	\$0	\$0	\$0
TOTAL REVENUE & CREDITS	\$982,375	\$367,819	\$295,087
DISTRICT ASSESSMENT	\$3,320,360	\$3,693,232	* see note
ADEQUACY AID	\$1,262,172	\$1,311,307	\$1,311,307
TOTAL APPROPRIATIONS	\$5,564,907	\$5,372,358	* see note

\* Available at District Hearing

**BROOKLINE SCHOOL DISTRICT  
COMBINED BALANCE SHEET  
All Fund Types and Account Group  
June 30, 2003**

	Governmental Fund Types			Fiduciary Fund Types	Account Group
	General	Special Revenue	Capital Projects	Trust and Agency	General Long-Term Debt
<b>Assets</b>					
Cash and Equivalents	\$88,603	\$7,438		\$15,130	
Investments	43,727		61,573		
<b>Receivables</b>					
Accounts	256				
Intergovernmental		14,758		29,111	
Interfund Receivable	55,085				
<b>Other Debits</b>					
Amount to be Provided for Retirement of General Long-Term Debt					4,649,350
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<u>\$187,671</u>	<u>\$22,196</u>	<u>\$61,573</u>	<u>\$44,241</u>	<u>\$4,649,350</u>
<b>LIABILITIES AND FUND EQUITY</b>					
<b>Liabilities</b>					
Accounts Payables	24,053	10,511			
Retainage Payable			10,000		
Intergovernmental Payable	3,965	475			
Interfund Payable		9,600	45,485		
Due to Student Groups				15,130	
General Obligation Debt Payable					4,649,350
<b>Total Liabilities</b>	<u>28,018</u>	<u>20,586</u>	<u>55,485</u>	<u>15,130</u>	<u>4,649,350</u>
<b>Equity</b>					
<b>Fund Balances</b>					
Reserved for Encumbrances	94,244				
Reserved for Endowments				28,978	
Reserved for Special Purposes			6,088	133	
<b>Unreserved</b>					
Designated for Special Purposes		1,610			
Undesignated	65,409				
<b>Total Equity</b>	<u>159,653</u>	<u>1,610</u>	<u>6,088</u>	<u>29,111</u>	<u>0</u>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<u>\$187,671</u>	<u>\$22,196</u>	<u>\$61,573</u>	<u>\$44,241</u>	<u>\$4,649,350</u>

**CERTIFICATION**

This is to certify that the information contained in this report was taken from the official records and is complete and correct to the best of my knowledge and belief. The accounts are kept in accordance with Section 17 of Chapter 71-A of the Revised Statutes Annotated and regulations Chapter Rev 1100, Financial Accounting for Local Education Agencies on file with the Administrative Procedures Act, and upon forms prescribed by the Department of Revenue Administration.

Susan Heard  
Mike Molkenbne  
Kathleen A. O'Sullivan  
SCHOOL BOARD

Kenneth L. DeBenedictis, Superintendent

The books and records of the Brookline School District have been audited by the CPA firm of Plodzik and Sanderson, Concord, NH.

<u>Total</u>
\$111,171
105,300
256
43,869
55,085
4,649,350
<u>\$4,965,031</u>

34,564
10,000
4,440
55,085
15,130
4,649,350
<u>4,768,569</u>

94,244
28,978
6,221
0
1,610
65,409
<u>196,462</u>
<u>\$4,965,031</u>

BROOKLINE SCHOOL DISTRICT  
Combined Statement of Revenues,  
Expenditures and Changes in Fund  
Balances

All Government Fund Types  
For the Fiscal Year Ended June 30,  
2003

	General	Special Revenue	Capital Projects	Total (Memorandu m Only)
	Fund	Funds	Funds	
<u>Revenues</u>				
School District Assessment	\$2,521,330	\$- 0	\$- 0	\$2,521,330
Other Local	6,095	119,588	2,306	127,989
State	2,205,876	8,516		2,214,392
Federal		45,729		45,729
<u>Other Financing Sources</u>				
Proceeds of General Obligation Debt			600,000	600,000
Operating Transfers In	2,904	20,902		23,806
<u>Total Revenues and Other Financing Sources</u>	<u>4,736,205</u>	<u>194,735</u>	<u>602,306</u>	<u>5,533,246</u>
<u>Expenditures</u>				
Current				
Instruction	2,359,409	26,606		2,386,015
Support Services				
Student	125,241			125,241
Instructional Staff	136,391			136,391
General Administration	19,203			19,203
Executive Administration	146,612			146,612
School Administration	309,564			309,564
Operation and Maintenance of Plant	459,874			459,874
Student Transportation	157,196			157,196
Other	588,386			588,386
Non-Instructional Services		166,519		166,519
Facilities Acquisition and Construction			576,745	576,745
Debt Service	442,940			442,940
Operating Transfers Out	20,902		2,466	23,368
<u>Total Expenditures</u>	<u>4,765,718</u>	<u>193,125</u>	<u>579,211</u>	<u>5,538,054</u>
<u>Excess of Revenues and Other Financing Sources Over Expenditures</u>	(29,513)	1,610	23,095	(4,808)
<u>Fund Balances - July 1</u>	<u>189,166</u>		<u>(17,007)</u>	<u>172,159</u>
<u>Fund Balances - June 30</u>	<u>\$159,653</u>	<u>\$1,610</u>	<u>\$6,088</u>	<u>\$167,351</u>

BROOKLINE SCHOOL DISTRICT  
ACTUAL EXPENDITURES FOR  
SPECIAL EDUCATION PROGRAMS AND SERVICES  
RSA 32:11a \*

	2001-2002	2002-2003
<b>EXPENSES:</b>		
SALARIES	\$400,257	\$424,255
BENEFITS	\$80,051	\$84,851
CONTRACTED SERVICES	\$67,188	\$71,320
TRANSPORTATION	\$29,227	\$45,748
TUITION	\$30,811	\$69,251
MATERIALS	\$8,689	\$9,741
EQUIPMENT	\$2,431	\$841
OTHER	\$0	\$0
<b>SUBTOTAL</b>	<u>\$618,655</u>	<u>\$706,008</u>
<b>REVENUE:</b>		
CATASTROPHIC AID	\$4,727	\$729
IDEA	\$48,824	\$58,429
PRESCHOOL	\$5,000	\$5,073
<b>SUBTOTAL</b>	<u>\$58,551</u>	<u>\$64,231</u>
<b>NET COST FOR SPECIAL EDUCATION</b>	<u><u>\$560,104</u></u>	<u><u>\$641,776</u></u>

\* Department of Education, Bureau of Special Education requires, under separate cover, an accounting of actual expenditures by the district for Special Education Programs and Services for the previous 2 fiscal years.

A Message from the Superintendent of Schools,

Dear Parents and Residents,

It is with prideful pleasure that I report to you on the condition of our public schools. The Hollis Brookline Schools have enjoyed another year of success. The successes are due in large measure to the supportive systems we have in place. Some of these include: There are 13 SAU 41 Curriculum Task Committees assuring that curricula offerings align with State Department of Education Curriculum Frameworks and national standards. Instruction is supported by goals focused professional development and closely monitored and assessed by building administrators. State of the art technology is wide area networked and designed to support and integrate with curriculum and instruction. Our facilities with the exception of the middle school, which will be discussed at the March, 2004 Coop District Meeting, are either new or recently refurbished. They are designed to support quality instruction in warm and welcoming positive environments.

Parents and the greater community are most supportive of our efforts and work closely with the schools. Over the past few years all six schools were recipients of the New Hampshire Blue Ribbon Award for Volunteerism. This singular achievement acknowledges the thousands of hours of service that our parents provide. Beyond that, parents and residents in large numbers participate in our program information and curriculum overview discussions at all sites. Additionally, hundreds attend student performances, demonstrations and exhibitions while equal numbers attend the wide range of scheduled athletic contests.

Our nationally standardized and state organized assessments indicate that our children perform quite well. They distinguished themselves in the New Hampshire Educational Improvement and Assessment Program at grades 3-6-10 and demonstrated outstanding achievement in the Terra Nova, a nationally standardized assessment provided at grades 5 and 8. Our performance in the SAT's places us at the most competitive level in the state and speak to our students' preparation for college placement.

We are obviously pleased with the success of our students but that will not limit our efforts to improve in the future. Providing challenge for all through differentiation of instruction is significantly impacting our delivery and growth. Through continuing to analyze our assessment data and focusing instruction on identified needs, it is my expectation that student progress will improve even more.

You are invited to join us as we continue our exciting work. Please contact your school principals to discuss your interest. In the meantime, please accept my best wishes as we work together to support your child and encourage his/her growth.

Sincerely,

*Kenneth L. DeBenedictis, Ed.D.*  
Superintendent of Schools



## **Principals' Report 2003**

*Let us think of education as the means of developing our greater abilities, because in each of us there is a private hope and dream which, fulfilled, can be translated into benefit for everyone and greater strength for our nation.*

- John F. Kennedy

The Brookline School District takes the responsibility of educating the children of Brookline most seriously, as demonstrated by the District's goal:

"To provide all students of the Brookline School District a learning environment that stresses the ongoing development and implementation of a rigorous curriculum that meets and challenges individual needs, affords the opportunity for exposure to exceptional and effective instructional practices, and builds upon a successful partnership with parents and community."

### **Curriculum & Instruction**

The focus of curriculum and instruction continues to be on meeting the needs of all students through differentiated instruction. Along with an integrated program that supports the acquisition of the tools students will need to achieve success in the 21<sup>st</sup> century, students are offered multiple opportunities to develop critical thinking skills, access information from a variety of sources, solve problems, and communicate their knowledge effectively.

The basic skills of phonics and reading comprehension are stressed in the primary grades and serve as the backbone for successful readers in the intermediate grades as they expand their horizons through the appreciation of fine literature. Writing skills continue to be developed through a systematic approach that incorporates writing across the curriculum.

The math program continues to challenge students through increased enrichment opportunities, with critical thinking skills developed through daily problem solving activities. Professional development has been offered to teachers to assist them in differentiating their lessons to better meet the needs of all students.

New this year is a program that allows the intermediate grades to access the resources of the library in a more integrated and enriching manner to support their learning. Collaborative efforts between the librarian and classroom teachers have resulted in rich learning opportunities for the students. The intent is to have all students see the library as the center for learning and acquisition of information.

### **Enrichment**

Participation in the National Geographic Geography Bee, the Scripps-Howard Spelling Bee, New England Mathematics League Competition, Science Olympiad, Readers' Digest Word Power Challenge, President's Award for Educational Excellence, and the Johns Hopkins Talent Search affords many students the opportunity to demonstrate their academic strengths. In addition, Brookline students are offered a wealth of extra-curricular activities which also enhance the curriculum. Teachers and volunteers

provide a rich assortment of opportunities ranging from band, chorus, book clubs, publishing club, chess club, theater group, jump-rope club, math club, and more.

## **Staff**

We continue to be blessed with a dedicated faculty and staff that provide consistency and stability to our schools. Their efforts at improving their professional knowledge and skills are evident in the numerous courses and workshops that are attended. Professional development has been offered by the district through summer institutes, and instructional workshops offered through delayed openings.

New appointments this year have included Kristine Murray as the Library/Enrichment Specialist, Ann Kline as interim Occupational Therapist, and Mark Boyajian as part-time Music Specialist.

## **Community**

Parent and community volunteers continue to be an integral part in our students' education. Their tireless efforts result in wonderful learning opportunities that are engaging and appropriate at all levels. The Brookline schools were again the recipient of the Blue Ribbon Achievement Award from the New Hampshire Partners in Education Program, acknowledging the many hours donated by volunteers under the guidance of the Brookline PTO. We are most appreciative of the hours and efforts that benefit our students.

The Artist-In-Residence program proved again to be a tremendous success. The fifth grade students created huge inflatable sculptures under the direction of artist Catherine Judge, while third grade students learned interpretive dance with choreographer Jean Limmer. Families and friends were able to enjoy these interactive art experiences during the Arts Festival.

The annual Memorial Day Program honors all who serve or have served their country and community. This year's program was generously supported by a grant awarded by the Hollis Brookline Rotary Club.

Senior luncheons continue to be a highlight of each month and offer both the students and our distinguished guests the opportunity to visit.

Elizabeth Eaton  
Co-principal

Lorraine Wenger  
Co-principal

Kevin Stone  
Assistant Principal

## BROOKLINE ENROLLMENTS

### Richard Maghakian Memorial School - Captain Samuel Douglass Academy

Grade	Actual 1-Oct 2003	Actual January 2004	Projected* 2004- 2005
Kindergarten	73	74	73
Readiness	14	15	16
1	80	79	105
2	85	85	78
3	79	80	88
4	88	88	81
5	91	90	92
6	<u>107</u>	<u>105</u>	<u>94</u>
	617	616	627

### Hollis Brookline Middle School

7	85	84	104
8	<u>93</u>	<u>91</u>	<u>92</u>
	178	175	196

### Hollis Brookline High School

9	76	76	93
10	85	85	77
11	82	79	88
12	<u>59</u>	<u>59</u>	<u>78</u>
	302	299	336

Total K-12	1097	1090	1159
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\*From Demographic Projections conducted by D. Decker and L. Spargo.

# BROOKLINE ELEMENTARY SCHOOLS -- TEACHER ROSTER

Name	Experience	Assignment	College	Degree
Elizabeth Eaton	28	Co-Principal	UNH	M.Ed.
Lorraine Wenger	13	Co-Principal	SUNY, Buffalo	M.Ed.
Kevin Stone	19	Asst. Principal	Rivier	M.Ed.
Julie Anderson	7	Grade 3	Keene	B.S.
Lauren Arruda	7	Kindergarten	Rivier	B.A.
Jeralyn Beck	22	Grade 1	UNH	B.A.
Nicole Bedard	8	Grade 1	Rivier	B.A.
Betsy Black	16	Reading	Rivier	M.Ed.
Judith Blood	26	Music	Plymouth	M.Ed.
Monica Boisvert	13	Art	Notre Dame	B.A.
Lynn Borkowski	10	Speech Pathologist	Worcester State College	M.S.
Mark Boyajian	2	Music	Boston University	B.A.
Linda Bradbury	22	Grade 3	Trenton Univ.	M.Ed.
Jennifer Brion	22	Speech Pathologist	U. Pittsburgh	M.A.
Barbara Bullard-Koonz	9	Kindergarten	Rhode Island College	B.S.
Barbara Burgher	9	School Nurse	Clara Maass Hospital	RN
Deborah Calkin	3	Grade 5	Lesley College	B.S.
Tamara Cargill	1	Grade 6	UNH	M.Ed.
Bette Chase	31	Grade 2	Fitchburg	M.Ed.
Lisa Chase	7	Readiness	UNH	M.Ed.
June Cloutier	4	Foreign Language	Anna Maria College	B.A.
Denise Curtis	2	School Nurse	Widener Univ.	BSN
Sandra Darling	25	Grade 5	SUNY, New Palz	M.Ed.
Jane Gauthier	3	Grade 4	Notre Dame College	B.A.
Bonnie Gucwa	8	Grade 2	Rivier	M.B.A.
Kimberly Harriman	10	Resource Room	U. Maine, Farmington	B.S.
Barbara Haskell-Higgins	20	Grade 3	Bridgewater	BS.Ed.
Francine Hirsch	31	Resource Room	Rivier	M.Ed.
Kathleen Hyatt	2	Grade 1	St. Joseph's College	B.S.

Name	Experience	Assignment	College	Degree
Cathy	24	Grade 1	Antioch, N.E.	M.A.
Ann	2	Occupational Therapist	Quinnipiac University	B.S.
Jan	5	Art	Elmira	M.Ed.
Catherine	7	Grade 4	Boston College	M.Ed.
Susan	30	Grade 6	Fitchburg	B.S.
Evalyn	27	Science Coordinator/ Computer Teacher	Salem	BSEd.
Diane	6	Grade 6	Bridgewater	B.S.
Andrea	12	Resource Room	Notre Dame	B.A.
Christina	9	Guidance	Rivier	M.Ed.
Judith	18	Physical Education	U. Mass. (Amherst)	B.S.
Kristine	1st Year Teacher	Media-Enrichment	Lesley University	M.Ed.
Patricia	22	Grade 5	Keene	B.Ed.
Timothy	8	Grade 6	Plymouth	B.S.
Kathi	30	Environmental Science	U. Colorado	M.S.
Maureen	10	Media	Simmons College	MSLIS
Donna	6	Grade 2	Fitchburg	BSEd.
Pam	15	Math Coordinator/ Computer Teacher	Keene	B.S.
Maria	10	Guidance	Rivier	M.A.
Gregory	6	Grade 6	Ohio U.	B.S.
Judith	22	Grade 5	U. Bridgeport	M.A.
Renelle	17	Grade 5	Rivier	BAEd.
Virginia	23	School Nurse	Northern Essex	RN, A.D.
Pamela	13	Resource Room	Rivier	M.A.
Tammy	19	Physical Education	Castleton	B.S.
Joseph	5	Grade 4	Plymouth	B.S.
Patricia	12	Grade 1	Rivier	M.Ed.
Heidi	6	Grade 3	Grove City College, PA	B.A.
Christine	16	Grade 2	Tufts	M.Ed.
Currently on Leave of Absence				
Michaela	5	Occupational Therapist	UNH	B.S.

## REPORT OF THE DIRECTOR OF CURRICULUM AND INSTRUCTION

This has been a busy and productive year for the Brookline, Hollis, and Hollis/ Brookline Cooperative School Districts. My report will focus on curriculum and instruction, assessment, and professional development activities in our three districts.

In the area of curriculum, activities are ongoing in all of our thirteen committees. One key activity is the development of a common format for our curriculum guides. The purpose of a common format is to facilitate the process of translating the material in curriculum guides into effective instructional practices. Our long term goal is to have all our curriculum guides available on our websites, so that they are easily available to our citizens. This is an important and necessary process, and if we do it as well as I anticipate we will, the result will be clear, cogent, and user-friendly guides that will be useful for classroom teachers, and for citizens who wish to know what is educationally valued by our districts. I want to thank Denise Gravelle, SAU #41 secretary, and Rich Raymond, Hollis/Brookline Cooperative technology specialist, for their great assistance and support for this work.

We have worked extensively this year in the area of elementary instruction in foreign languages. We are fortunate here in Hollis and Brookline to be able to offer instruction to our younger students in this vital area. Research is clear that students acquire language most easily before age ten to twelve, and that knowledge of a second language also enhances performance in the native language. As we also know, we have become a global culture, and a second language promotes not only more comfort with languages, but also promotes knowledge of different cultures, and understanding and respect for different peoples.

Our goal in this work has been to assure that students from our elementary schools, whether from Brookline or from Hollis, have appropriate backgrounds when entering our cooperative middle school in seventh grade. As in so many aspects of life, there are several roads which can lead to the same destination. In this case, Hollis has chosen to focus on more in-depth work on a single foreign language (Spanish), and Brookline has chosen to introduce students to a variety of languages (Spanish, French, German, and Japanese). Because the middle school has the necessary flexibility in its seventh and eighth grade programs, I am confident that students from both our elementary districts will flourish in their experiences with a second language. Our schools are among the very few schools in New Hampshire that offer this wonderful opportunity. I am especially appreciative of the work of the Foreign Language Curriculum Task Committee under the capable leadership of Linda Wheeler, Hollis/Brookline High School department chair and Laurie Wenger, Principal, Captain Samuel Douglass Academy.

In the area of assessment, I am pleased about our students' performance on the third, sixth and tenth grade New Hampshire tests (NHEIAP). In all our schools, the results were very strong, with our students performing at or near the top of any schools in the state. We were particularly pleased that, overall, the number of students in the "novice"



category has been reduced. This is a continuing goal for us, and we made good progress this year.

It is important to remember that, as good as this year's NHEIAP results are, it is only one measure at one point in time, and gives no long term information on each student's long-term growth. New Hampshire Education Commissioner Nicholas Donahue has said, "We need to also keep in mind that a single assessment is not a sufficient way of measuring a school's success... We need to move beyond the exclusive use of grades and standardized tests to evaluate students. A doctor would not just take a temperature to determine overall health. Similarly, one should not just look at test scores to determine the health of a school or district.

In evaluating the success of local schools, community leaders, parents, and educators need to consider items such as community involvement, attendance rates, graduation rates, the number of children pursuing further education after high school, and school environment indicators such as safe schools data and discipline records, and other relevant information." It is our goal to develop the kind of rich and powerful assessment system that Commissioner Donahue envisions.

We have also had an active year in the realm of professional development. We continue to offer strong site-based professional development programs for our faculty and staff, in order to support the implementation of our curriculum and differentiated instructional practices. We are also expanding opportunities for integrated professional development activities across our districts. For example, this past summer we offered 32 technology workshops for all faculty in our districts, with an overwhelming level of response. I am particularly grateful to Joe Quinn, Hollis/Brookline Coop technology teacher, for his efforts to assure that these opportunities were made available.

As many of you know, Hollis/Brookline High School has received a major three year grant to enhance the integration of technology into our classrooms. Our Curriculum Innovation Team, Amy Bottomley, John Kittredge, Peggy LaBrosse, Lindsay Lankin, and Joe Quinn, (along with support from SAU #41 network administrator Dick Mehorn and technology specialist Rich Raymond) has been instrumental in using grant funds not only to purchase equipment, but to provide workshops such as those mentioned above. Last November, as the project manager, I was fortunate enough to be invited to a conference in Tampa, Florida, sponsored by the Plan for Social Excellence, Inc. (at their expense, I should add). At that conference I was able to make connections with other project managers around the country, a networking opportunity that will be very advantageous to us.

As a result of our work on this project, we have been asked to serve as a model site for other districts who are applying to become part of this national consortium. In addition, it may be possible in the future to expand this program into our middle school. While details on this exciting project are beyond the scope of this report, I would be happy to provide more in-depth information to anyone who wishes it.



I owe thanks and appreciation to dozens, perhaps hundreds, of faculty and staff in these endeavors. The districts' administrative teams have been extraordinarily receptive and supportive. Teachers, department heads, and curriculum coordinators have been instrumental in our progress in the areas I have described here. Our Superintendent, Ken DeBenedictis, and our School Board members have provided both leadership and support for these efforts. I cannot express how grateful I am to all these people. They make my work a joy.

In closing, I would like to share with you the thoughts of Roland Barth, an eminent and thoughtful educator, who has recently written a wonderful book entitled "Learning By Heart." In that book he writes articulately about the necessity and the characteristics of what he calls a "community of learners."

Barth writes, "A community of learners is both an ambitious, welcome vision and an empty promissory note. The vision is, first, that the school will be a *community*, a place full of adults and youngsters who care about, look after, and root for one another, and who work together for the good of the whole, in times of need and in times of celebration. Every member of the community holds some responsibility for the welfare of every other and for the welfare of the community as a whole. Schools face tremendous difficulty in fulfilling this definition of a community. More are organizations, institutions, or bureaucracies.

As if a community were not ambitious enough, a community of learners is ever so much more. Such a school is a community whose underlying culture is one of learning. The condition for membership in the community is that one learn, continue to learn, and support the learning of others. Everyone. A tall order to fill, and one to which all too few schools aspire and even fewer attain."

We have examples of the power of this idea all around us, and not only in our classrooms. Our track teams, for instance, illustrate this power. Just go to a track meet, and watch each and every participant, fastest or slowest, most skilled or least skilled, and listen to the encouragement each and every one of them receives. Watch the improvement each of our students make throughout a season. Watch them learn how work and effort and practice pay off. Watch them develop as a community and support each other. Watch the work of both the adults and the students.

This happens in our classrooms too, and it is magnificent to observe when it occurs. Barth's vision is a powerful one, and a terribly difficult one to embrace, but we have the ability here to do it. I believe that Hollis and Brookline are dedicated to this kind of aspiration, and I am grateful to be a part of such a noble endeavor.

Respectfully submitted,

Carol A. Mace, M.Ed., CAGS

## Report of the Director of Special Education

Although the last NH State Department of Education's onsite assessment of SAU 41 special education programs resulted in optimal ratings and commendations, the department has continued its ongoing improvement plans maximizing student access to all general curriculum, extra curricular activities as well as full participation in state and district standardized assessments. The department also continues its predominant focus on expanding specialized instructional programs across SAU 41 schools in addition to documenting annual and long-term student progress relative to their respective individualized intervention plans.

As departmental goals, staff training and ongoing improvements in our systematic remedial programs in reading, language arts, mathematics and study skills has further enhanced the overall depth of services within our districts. Congruent with the federal mandates of IDEA '97 and the New Hampshire Rules for the Education of Handicapped Students, School Administrative Unit (SAU) #41 coordinates a diversity of special education programs and related services to meet the unique needs of educationally identified students throughout Hollis and Brookline. This year the department is providing services for 297 students K-12 which constitutes approximately 11% of the total SAU41 student body. In addition, special developmental services are also provided for 31 preschool children, ages 3-5, as required by state guidelines.

The predominant goal of special education is to assure all children have an "appropriate educational experience." This means that when students have significant deficits in the learning process, resulting in significantly delayed achievement relative to their grade level, the school system provides a diversity of services to address those factors adversely impacting a student's academic performance. Such factors or educational deficits include specific learning disabilities in: reading decoding, reading comprehension, listening comprehension, written and oral expression, math reasoning and calculation as well as speech and language skills. Orthopedic, emotional and health confounds are also addressed by the department when they significantly impact the learning process.

Special education interventions are twofold: remedial services to enhance growth in the child's deficit area(s) and compensatory services to facilitate the student's successful engagement with his/her regular classroom instruction. For example, if a student has significant difficulty learning to read, the special services personnel provide both reading programs to enhance the child's reading skills as well as assistance to classroom experiences so that his/her acquisition of knowledge taught in the regular classes is not prevented by their learning difficulties.

The special education process involves numerous formal meetings accompanied by an extensive number of documents to assure the adherence to federal and state regulations. The department staff continue their success with the highest level of compliance with all state documents and procedural safeguards. As a result, each district has received its maximum entitlement for federal funds.

The special education budgets reflect all expenditures for in-district programs and related service therapies including staff salaries, instructional materials, evaluation and placement services, out-of-district tuition and specialized transportation costs. Some revenues are received annually to assist our districts in providing these specialized instructional programs. For the fiscal year 03/04, SAU 41 districts will receive approximately \$340,000 in federal IDEA funds. The department is also pleased to report that while SAU wide special education budgets have had moderate increases, the average cost per student remains below 1994-95 figures due to the quality and diversity of in-district services.

All SAU 41 special education staff are highly qualified and dedicated professionals who find great pleasure in servicing the children and families of the Hollis and Brookline communities.

Respectfully submitted,  
Robert R. Kelly, MA

## **Report of the Business Administrator**

School Administrative Unit #41, consisting of Brookline, Hollis and Hollis/Brookline Cooperative School Districts, has experienced another educationally successful year. As past history has taught us, when you have successful schools, growth is promoted in student and community populations. Consequently, we are no exception. We continue to grow, as do our operating budgets and physical facilities. We must provide the best we can to carry on the mission of our schools. Through responsibly fiscal controls, our SAU staff have contributed to these successes by providing detailed budget development to all boards and community, extremely successful audits of all school finances in Brookline, Hollis, the Cooperative and SAU #41, sound business practices and financial management of physical plant construction, renovation and more on-going streamlining of our food service program.

I continue to thank our hard-working professional and support staff and dedicated school boards, without whom our successes would not have been possible. Our districts continue to grow, as will our staff, in order to keep up with challenging financial charges. I would like to thank the communities of Brookline and Hollis for their continued support to make our schools places where the children of both communities receive an excellent education and prepare themselves to take their places in society as responsible, educated citizens.

Lee Ann Blastos  
Business Administrator

HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT ANNUAL REPORT  
for the  
Year Ending June 30, 2003

School Officers  
Hollis Brookline Cooperative School Board

Mrs. Lou-Ann Parodi, Chair	Term Expires 2004
Mrs. Pamela Kirby	Term Expires 2004
Mr. Stephen Simons	Term Expires 2004
Mr. Timothy Bevins	Term Expires 2005
Mr. James McBride	Term Expires 2005
Mr. Thomas Enright	Term Expires 2006
Mrs. Betty B. Hall	Term Expires 2006

Mr. James Bélanger	Moderator	Term Expires 2004
Mrs. Julie Simons	Treasurer	Appointed 2001
Teresa Noel	Clerk	Appointed 2004

Hollis Brookline Cooperative Budget Committee

Mr. William Matthews	Chair	Term Expires 2005
Mr. Richard Bensinger		Term Expires 2004
Mr. Douglas Cecil		Term Expires 2004
Dr. David Golden		Term Expires 2004
Mr. Forrest Milkowski		Term Expires 2005
Mr. Timothy Hale		Term Expires 2006
Mr. Raymond Valle		Term Expires 2006

SAU #41 Administration

Dr. Kenneth L. DeBenedictis	Superintendent of Schools
Ms. Carol A. Mace	Director of Curriculum and Instruction
Mrs. Lee Ann Blastos	Business Administrator
Mr. Robert R. Kelly	Director of Special Education

Hollis Brookline Middle School

Mrs. Patricia Lewis Goyette, Principal  
Miss Kimberly Rizzo, Assistant Principal

Hollis Brookline High School

Mr. Charles Flahive, Principal  
Mr. Robert Ouellette, Assistant Principal  
Mr. Richard Manley, Assistant Principal

HOLLIS/BROOKLINE COOPERATIVE SCHOOL DISTRICT WARRANT  
The State of New Hampshire

To the inhabitants of the Hollis/Brookline Cooperative School District in the Towns of Hollis and Brookline in the County of Hillsborough, State of New Hampshire qualified to vote in District Affairs.

YOU ARE HEREBY NOTIFIED TO MEET AT THE HOLLIS BROOKLINE HIGH SCHOOL GYMNASIUM IN SAID DISTRICT ON THE THIRD DAY OF MARCH, 2004, AT SEVEN O'CLOCK IN THE EVENING TO ACT UPON THE FOLLOWING SUBJECTS.

1. To elect all necessary school district officers for the ensuing terms by official ballot on March 9, 2004.

Election of two (2) members of the School Board from Hollis for the ensuing three years.

Election of one (1) member of the School Board from Brookline for the ensuing three years.

Election of two (2) Budget Committee Members from Hollis for the ensuing three years.

Election of one (1) Budget Committee Member from Brookline for the ensuing three years.

Election of School District Moderator for the ensuing three years.

2. Petition Warrant Article – New Coop Middle School in Hollis

To see if the Hollis-Brookline Cooperative School District will vote to raise and appropriate the sum of \$10,900,000 for site development, construction and original equipping of a new Cooperative middle school on land, owned by the Hollis/Brookline Coop School District, in Hollis, on available land behind the current Coop High School. This sum to include fees and any items incident to and/or necessary for said construction, and said sum to be in addition to any federal, state, or private funds made available therefore, and to authorize the issuance of not more than \$10,900,000 of bonds or notes, in accordance with NH RSA 33 (Municipal Finance Act), and to authorize the Hollis-Brookline Cooperative School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; furthermore, to authorize the interest earned on the investment of these bond proceeds to be used for the above purpose. In addition, to raise and appropriate \$318,000 for the first year principal and interest payment on the bond. (Submitted by petition) The school board does not support this appropriation. The budget committee does not support this article. A two-thirds ballot vote is required.



3. Petition Warrant Article – Two COOP Middle Schools: New Middle School Brookline; Renovate Hollis

To see if the Hollis-Brookline Cooperative School District will vote to raise and appropriate the sum of \$9,769,279 for site development, construction and original equipping of a new Hollis-Brookline Cooperative middle school on land, owned by the Brookline School District and transferred to the Hollis-Brookline Cooperative School District, in Brookline, and for the renovation of the existing Hollis-Brookline Cooperative middle school in Hollis. This sum to include fees and any items incident to and/or necessary for said construction and renovation, and said sum to be in addition to any federal, state, or private funds made available therefore, and to authorize the issuance of not more than \$9,769,279 of bonds or notes, in accordance with NH RSA 33 (Municipal Finance Act), and to authorize the Hollis-Brookline Cooperative School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; furthermore, to authorize the interest earned on the investment of these bond proceeds to be used for the above purposes. In addition, to raise and appropriate \$282,533 for the first year principal and interest payment on the bond. (Submitted by petition) The school board does not support this appropriation. The budget committee does not support this article. A two-thirds ballot vote is required.

4. To see if the school district will vote to raise and appropriate the sum of \$7,980,000 (gross budget) for Hollis Brookline Middle School renovation/addition and to authorize the issuance of not more than \$7,980,000 of bonds or notes, in accordance with NH RSA 33 (Municipal Finance Act), and to authorize the school board to issue and negotiate such notes or bonds and to determine the rate of interest thereon. Furthermore to appropriate the sum of \$100,000 representing interest earned on the above bond proceeds to be used for the above purposes. And to raise and appropriate the sum of \$213,742 for the first interest payment on the bond or note. The school board recommends this appropriation. The budget committee supports this article. A two-thirds ballot vote is required.
5. To vote to authorize the school board to enter into a two-year lease agreement for the purpose of leasing three double unit portable classrooms and to raise and appropriate the sum of \$61,380 for the first year's payment for that purpose. This lease agreement contains an escape clause. The school board recommends this appropriation. The budget committee supports this article. The school board recommends this appropriation. The budget committee supports this article.
6. To see if the school district will vote to raise and appropriate the sum of \$220,912 for the purpose of set up and operation of three double unit portables at \$68,000 and for an additional staffing costs of \$152,912. If the lease agreement article fails, this article cannot be brought forward and will be null and void. The school board recommends this appropriation. The budget committee supports this article.

7. To see if the school district will vote to amend the Articles of Agreement of the Hollis Brookline Cooperative School District to include an additional article, Article 15, as follows:

*To see if the school district will vote to amend the Articles of Agreement of the Hollis-Brookline Cooperative School District to add Article # 15 relating to the procedure that would be implemented in the event that the district desires to accomplish a reduction in the number of grades for which the district is responsible to provide educational services. If adopted the following would be added to the Articles of Agreement as Article # 15:*

#### **ARTICLE 15**

#### **PROCEDURE FOR THE IMPLEMENTATION OF A REDUCTION IN GRADE**

Pursuant to RSA 195:16-a, the Hollis-Brookline Cooperative District hereby provides that a reduction in grades from 7-12 to 9-12 may be accomplished by the district in the following manner:

##### **A. Initial Vote**

The initial vote concerning the question of reduction in grades may be placed on the Warrant at any annual meeting of the district by any lawful means, which vote will determine whether the district wishes to initiate the process that will lead to a vote at the next annual or special district meeting to actually implement the reduction in grades. The Hollis Brookline Cooperative School Board will make the decision about whether the initial vote will occur at the Annual District Meeting or a special district meeting. This **initial vote** will require the steps identified below to be undertaken, all of which must be complied with prior to any **final vote** to accomplish the reduction in grades.

##### **B. Formation of the Grade Reduction Committee**

In the event of an affirmative vote by a simple majority of those present and voting at the annual district meeting considering the **initial vote**, the Board of the Hollis-Brookline Cooperative School District shall organize within 30 days a study committee which shall be known as the Grade Reduction Committee, consisting of eleven (11) members, selected in the following manner

The Hollis-Brookline Cooperative School District Board shall appoint two (2) active members of the Hollis-Brookline Cooperative School District, (one being a member of the Cooperative School Board from Hollis and the



other being a member from Brookline); and,

The Hollis School Board shall appoint two (2) representatives of the Hollis School Board; and,

The Brookline School Board shall appoint two (2) representatives of the Brookline School Board; and,

The respective Boards of Selectmen from the Towns of Hollis and Brookline shall appoint one (1) representative of their respective boards; and,

The Hollis Budget Committee, the Brookline Finance Committee, and the Hollis Brookline Cooperative Budget Committee shall appoint one representative of their respective boards.

### **C. Duties of the Grade Reduction Committee**

1. **Formulation and Content of Plan** The Grade Reduction Committee shall be responsible to study the process of grade reduction and formulate a plan for grade reduction that will provide for a plan relating to **both** financial and educational considerations which shall include the following:
  - a. An educational plan containing the manner in which the provision of educational services to the 7<sup>th</sup> and 8<sup>th</sup> grade students of the Hollis and Brookline School Districts will be carried out if the reduction in grades ultimately occurs, including, without limitation, a timetable for the implementation of the educational plan; and,
  - b. Identification of the facilities in which the provision of these services will occur; and,
  - c. A financial plan containing the proposal for any distribution of assets and transfer of property that may be necessary to facilitate the provision of said educational services, including any adjustments that may be necessary to arrive at a fair and equitable distribution of assets and property jointly enhanced or acquired, including, without limitation, a timetable for the implementation of said financial plan.
2. **Information Requirements:** When considering the three criteria listed above, the Committee shall insure that the Plan contains, without limitation, the following minimum information:
  - a. A detailed analysis of the financial consequence of the proposed grade reduction including the comparative costs of the current middle

school and the proposed costs of the said program for the pre-existing districts.

- b. A summary of the history of capital expenditures jointly funded through apportionment by the pre-existing districts since the Cooperative School District was created relative to the Hollis Brookline Middle School. This should include identification of the impact of building aid and depreciation. Capital expenditures to date (March, 2004) are:
  - 1993 High School Renovation - \$1,135,000
  - 1999 Middle School Elevator Installation - \$85,000
  - 2003 Middle School Renovation - \$390,700

Capital projects after March, 2004 will be added to this analysis.

- c. A detailed education plan for the reduced grades, (7<sup>th</sup> and 8<sup>th</sup>), which assures complete compliance with all NH DOE regulations, minimum standards requirements, and any other applicable regulatory standards that would apply to those grades.

3. **Plan Submission** Once the Committee has completed a Plan containing the foregoing and prior to submitting the Plan to the NH Board of Education in accordance with reference C - (2), the Committee shall conduct a public hearing regarding the Plan which hearing shall allow for public input. Notice of such hearing shall be given in the same manner as any public hearing of the Hollis-Brookline Cooperative School Board provided, further, however that copies of the proposed Plan shall be made public and available to the public at the office of SAU 41, at least 14 days prior to said hearing. Following such public hearing, the Committee, within 72 hours, shall determine the final form of the Plan.

4. **Time for Plan Preparation and Submission Process** The Plan shall be prepared and completed, with specific planning detailed by the preexisting districts to house and educate their grades K-8 children and the public hearing shall be held, within 120 days of the date of the formation of the Committee. Upon such completion the Plan, together with changes arising from the referenced public hearing, (if any), shall be submitted to the Hollis-Brookline Cooperative School Board, for its review and approval. Following such approval, said plan shall be submitted, simultaneously, to the Hollis School Board, the Brookline School Board and the respective Boards of Selectmen of the Towns of Hollis and Brookline, the State Board of Education, the Hollis Brookline Cooperative School District Budget Committee, Hollis Budget Committee, and Brookline Finance Committee.

#### **D. Presentation of Plan for Final Vote to Legislative Body**

1. The Grade Reduction Committee shall present the completed Plan to the Hollis-Brookline Cooperative School Board which shall then prepare and present a warrant article for the approval of an annual or special district meeting seeking ratification of the Plan. While the Plan shall be considered at deliberation at said meeting, it shall not be capable of modification. The purpose of the final vote will be solely to determine whether, based on the information and particulars of the Plan as prepared, the voters of the Cooperative School District wish to proceed with the contemplated reduction in grades. A vote resulting in less than a majority results in return to the Grade Reduction Committee for additional deliberation with return within sixty (60) days to the continued special district meeting for a final vote. A negative vote will require submission of the grade reduction issue by the Cooperative School Board to the next District Meeting to determine if the district wants to continue planning for reduction.
2. Upon final approval of the annual or special district meeting, the grade reduction plan shall be submitted to the NH Board of Education for its approval. If the Plan as presented does not meet the approval of the NH Board of Education, the Grade Reduction Committee shall continue to work with the State Board to arrive at a suitable and agreeable plan which receives the eventual approval of the NH Board of Education.
3. If such **final vote** is in the affirmative, the Plan shall be implemented according to the timetables and conditions contained therein.

#### **E. Amendment of This Article**

In spite of the fact that only a simple majority vote is necessary to adopt the within article as an amendment to the Articles of Agreement, and notwithstanding any other language to the contrary in these Articles of Agreement, when and if the within Article concerning a reduction in grades is adopted, no modification or amendment of the same shall be implemented without securing a supermajority of favorable votes of 2/3 of those present and voting on such amendment. The school board supports this article. The budget committee has not taken a position on this article.

8. To see if the school district will authorize the Hollis/Brookline Cooperative School District to access future year and federal catastrophic aid funds in the event that special education costs exceed budget limitations. The school board recommends this article. The budget committee supports this article.
9. To see if the school district will vote to raise and appropriate a sum of \$299,998 to fund the increase in cost items relative to professional staff salaries and fringe benefits for the 2004-2005 school year which resulted from good faith negotiations with the professional staff, and which represents the negotiated increase over last year's salaries and fringe

benefits. This is the second year of a two-year contract. Cost item increases in subsequent years will require approval of specific warrant articles at future district meetings. The school board recommends this appropriation. The budget committee supports this article.

10. To see if the school district will vote to raise and appropriate a sum of \$87,721 to fund the increase in cost items relative to support staff salaries and fringe benefits for the 2004-2005 school year which resulted from good faith negotiations with the support staff, and which represents the negotiated increase over last year's salaries and fringe benefits. This is the second year of a two-year contract. Cost item increases in subsequent years will require approval of specific warrant articles at future district meetings. The school board recommends this appropriation. The budget committee supports this article.
11. To see if the school district will vote to raise and appropriate \$13,480,911 for the support of schools, for the payment of salaries of school district officers and agents and for the payment of statutory obligations of the district. The school board recommends this appropriation. The budget committee supports this article. This appropriation does not include any of the other warrant articles.
12. To see if the district will vote to raise and appropriate a sum of \$23,000 to initiate a Latin course at Hollis Brookline High School, including salary for the part-time teacher and materials. The program will begin in September 2004. The school board recommends this appropriation. The budget committee supports this article.
13. (Petition Warrant Article – Short Petition Article received first)  
To see if the Hollis-Brookline Cooperative School District will vote affirmatively to reduce the grades to 9 through 12 from the current 7 through 12. This is to be undertaken and executed as soon as possible pursuant to Article 15 of the Cooperative Articles of Agreement and/or applicable statute, whichever is applicable. (Submitted by petition) The school board does not support this article. The budget committee has not taken a position on this article.
14. Petition Warrant Article – Hollis/Brookline Cooperative School District  
To see if the school district will amend the Hollis/Brookline Cooperative Articles of Agreement to reduce the number of grades provided by the school district to grades 9-12, and to see if the school district will adopt the Plan provided below, pursuant to New Hampshire State Board of Education "Policy for Cooperative School District To Implement Increase and Decrease in Grades" adopted 21 January 2004.

**Background:** The Hollis/Brookline Cooperative School District was established in 1992 to educate the students from Hollis and Brookline in grades 7-12. Prior to forming the coop there had been discussion of forming a larger cooperative school district which would also have included Amherst and Mt. Vernon. In forming the Hollis/Brookline

Cooperative School District, the voters opted for smaller, more local schools. At the time there were approximately 200 students in the Junior High (now termed Middle School) and 400 students in the High School.

More recently the increasing population of Hollis and Brookline has caused the size of the coop schools to nearly double. Looking forward, the Cooperative School Board is proposing to increase the core capacity of the Middle School to 800 students with an initial capacity of 550 students.

The intent of this article is to return to the earlier concept of smaller more local schools by returning the 7<sup>th</sup> and 8<sup>th</sup> grades to Hollis and Brookline School Districts in which the Hollis student population for 7<sup>th</sup> and 8<sup>th</sup> grades would be approximately 350 and Brookline's would be approximately 200.

### **The Plan for Decrease of Grades 9-12 for the Hollis/Brookline Cooperative School District**

1. The effective date for the decrease in grades is 30 June 2005.
2. The Hollis School District will continue to educate all Hollis and Brookline 7<sup>th</sup> and 8<sup>th</sup> grade students in the existing facility, which will be the Hollis Middle School, using the current educational program, with modifications as they may from time to time adopt. It is anticipated that the Brookline School District will at some time in the near future provide a facility, the Brookline Middle School, and educational program for the education of Brookline 7<sup>th</sup> and 8<sup>th</sup> graders. Until the Brookline Middle School is available, the Brookline School District shall pay tuition costs to the Hollis School District based on Average Daily Membership and 2% per annum of capital costs incurred after 30 June 2005. The Brookline School District shall provide the Hollis School District notice of not less than ten (10) months of its intent to withdraw its students from the Hollis Middle School.
3. Distribution of Assets and Transfer of Property
  - At the time of reduction in grades the Hollis School District shall assume remaining capital debt associated with the current Middle School from the Hollis/Brookline Cooperative School District.
  - At the time of the reduction in grades, the current Middle School reverts in ownership to the Hollis School District.
  - At such time as the Brookline 7<sup>th</sup> and 8<sup>th</sup> graders are withdrawn from the Hollis Middle School, the Hollis School district shall pay to the Brookline School District an equable portion of the capital expenditures undertaken by the Hollis/Brookline Cooperative School District prior to the reduction in grades. These expenditures currently include:
    - a) 1993 High School Renovation -- \$1,135,000
    - b) 1999 Middle School Elevator Installation -- \$85,000
    - c) 2003 Middle School Renovation -- \$380,000

The portion to be paid to the Brookline School District shall



- a) exclude that portion of the capital expenditure reimbursed by state aid,
  - b) shall consider the capital expenditure depreciated at 5% per year, and
  - c) shall be based on the Brookline apportionment for each of the years during which the capital expenditure was being expended or, if a loan, repaid.
1. At such time as the Brookline 7<sup>th</sup> and 8<sup>th</sup> graders are withdrawn from the Hollis Middle School, moveable assets such as books, furniture and equipment, but not renewable supplies, acquired by the Cooperative School District prior to the reduction in grades, shall be apportioned between the Hollis Middle School and the Brookline Middle School, or such other terms of compensation as mutually agreed between the parties at the time, based on Average Daily Membership of each of the districts in the year prior to the reduction in grades.

### **School District Grade Reduction Committee**

Within thirty (30) days of the approval of this article the moderator shall appoint a Grade Reduction Committee of the school district to oversee the approval of the grade reduction plan. This Grade Reduction Committee shall be responsible to submit the Plan to the New Hampshire State Board of Education along with the Cooperative School Board's recommendations; and subsequently to modify the Grade Reduction Plan, as required, in response to the State Board of Education review. Following approval of the Grade Reduction Plan by the state Board of Education, the Committee shall initiate the appropriate process for voter approval. If the plan has been modified, the approval process shall include a public hearing on the revised plan, which hearing shall allow for public input. Copies of the revised plan shall be made public and available to the public at the SAU 41 office at least 14 days prior to said hearing. Following such public hearing, the Committee shall then prepare and present a warrant article for the approval of an annual or special district meeting seeking ratification of the Plan. While the Plan shall be considered at deliberation at said meeting, it shall not be capable of modification. The purpose of the final vote will be solely to determine whether, based on the particulars of the Plan as modified through discussion with the State Board of Education, the voters of the Cooperative School District wish to proceed with the contemplated reduction in grades. In the case of a vote resulting in less than a simple majority the committee shall further modify the plan and continue the approval process. If such **final vote** is in the affirmative, the Plan shall be implemented according to the timetables and conditions contained therein.

In appointing the Grade Reduction Committee the moderator shall request

- 2. Two representatives from the Cooperative School Board, one from Hollis and one from Brookline
- 3. Two representatives from the Hollis School Board
- 4. Two representatives from the Brookline School Board

5. One representative each from the cooperative budget committee, the Hollis budget committee, and the Brookline finance committee.

The moderator shall also appoint one citizen from Hollis and one from Brookline to serve on the committee for a total of 11 members. (Submitted by petition) The school board does not support this article. The budget committee has not taken a position on this article.

#### 15. Petition Warrant Article – Supermajority

[This petition warrant article proposes that all future amendments to the Articles of Agreement for the Hollis/Brookline Cooperative School District require a supermajority (two-thirds) vote, instead of a simple majority. The Coop was established by a process that included separate approval votes in each town to form the coop. Since the Articles of Agreement are the foundation of the coop, amending the Articles of Agreement should require more than a simple majority. In a two town coop, the larger town could unilaterally change the Articles of Agreement to benefit itself at the expense of the smaller town. Requiring a supermajority provides a reasonable level of assurance that the proposed amendment to the Articles of Agreement is really in the best interest of the entire coop.]

To see if the Hollis Brookline Cooperative School District will vote to amend the Articles of Agreement of the Hollis Brookline Cooperative School District by deleting Article 11 as it is currently written and substituting a new Article 11 as follows:

“These articles of agreement may be amended by the Hollis/Brookline Cooperative School District, consistent with the provisions of RSA 195:18 III(i), except that no amendment shall be effective unless the question of adopting such amendment is submitted at a Cooperative School District meeting to the voters of the District after reasonable opportunity for debate in open meeting, and unless a supermajority (two-thirds) of the voters of the District who are present and voting shall vote in favor of adopting such amendment. Furthermore, no amendment to these articles shall be considered except at an annual or special meeting of the Cooperative School District and unless the text of such amendment is included in an appropriate article in the Warrant for such a meeting.”

It shall be the duty of the Cooperative School Board to hold a public hearing concerning the adoption of any amendment to these articles of agreement at least ten (10) days before such annual or special meeting and to cause notice of such hearing and the text of the proposed amendment to be published in a newspaper or newspapers having general circulation in the District at least fourteen (14) days before such a hearing.” (Submitted by petition) The school board does not support this article. The budget committee has not taken a position on this article.



16. Petition Warrant Article (Alternating District Meeting location)

To see if the Hollis Brookline Cooperative School District will vote to amend the Articles of Agreement to add the following language to Article 2: That the location of the Hollis Brookline Cooperative School District Annual Meeting alternate between the towns of Hollis and Brookline. Monthly meetings of the Hollis-Brookline Cooperative School Board will alternate on a monthly basis between the towns of Hollis and Brookline. (Submitted by petition) The school board does not support this article. The budget committee has not taken a position on this article.

17. Petition Warrant Article

To see if the Hollis-Brookline Cooperative School District will vote to:

- A. Raise and appropriate the sum of \$20,000 for increased busing costs related to a change in school hours, and
- B. Direct the Cooperative School Board to begin each school day no earlier than 8:15 AM.

These measures will not become effective unless the Hollis and Brookline School districts vote to accommodate the change in the coop school hours, by altering the hours of the elementary schools in Hollis and Brookline. (Submitted by petition) The school board does not support this article. The budget committee has not taken a position on this article.

18. To transact any other business which may legally come before said meeting.

Given under our hands and seals at said Hollis, New Hampshire on this fourth day of February, 2004.

Lou-Ann Parodi, Chair  
Timothy Bevins  
Thomas Enright  
Betty B. Hall  
Pamela Kirby  
James McBride  
Stephen Simons  
SCHOOL BOARD

A true copy of the warrant – Attest:

Lou-Ann Parodi, Chair  
Timothy Bevins  
Thomas Enright  
Betty B. Hall  
Pamela Kirby  
James McBride  
Stephen Simons  
SCHOOL BOARD

SCHOOL WARRANT  
The State of New Hampshire

Polls Open at 7:00 AM - Will not close before 7:00 PM (HOLLIS)  
Polls Open at 7:00 AM - Will not close before 7:30 PM (BROOKLINE)

To the inhabitants of the Hollis/Brookline Cooperative School District in the Towns of  
Hollis and Brookline qualified to vote in District Affairs.

YOU ARE HEREBY NOTIFIED TO MEET AT THE HOLLIS BROOKLINE HIGH SCHOOL (HOLLIS) AND CAPT. SAMUEL DOUGLASS ACADEMY (BROOKLINE) IN SAID DISTRICT ON THE NINTH DAY OF MARCH, 2004, SEVEN O'CLOCK AND SEVEN O'CLOCK IN THE MORNING, RESPECTIVELY, TO ACT UPON THE FOLLOWING SUBJECTS.

1. To choose two members of the School Board (from Hollis) for the ensuing three years.
2. To choose one member of the School Board (from Brookline) for the ensuing three years.
3. To choose two Budget Committee Members (from Hollis) for the ensuing three years.
4. To choose one Budget Committee Member (from Brookline) for the ensuing three years.
5. To choose a School District Moderator for the ensuing three years.

Given under our hands and seals at said Hollis, New Hampshire on this fourth day of February, 2004.

Lou-Ann Parodi, Chair  
Timothy Bevins  
Thomas Enright  
Betty B. Hall  
Pamela Kirby  
James McBride  
Stephen Simons  
SCHOOL BOARD

A true copy of the warrant - Attest:

Lou-Ann Parodi, Chair  
Timothy Bevins  
Thomas Enright  
Betty B. Hall  
Pamela Kirby  
James McBride  
Stephen Simons  
SCHOOL BOARD

**Hollis/Brookline Cooperative School District Annual Meeting**  
**Hollis/Brookline High School**  
**March 5, 2003**  
**7:00 p.m.**

**Hollis/Brookline Cooperative School District Board Members**

**Lou Ann Parodi, Chair**  
**Tim Bevins**  
**Marygrace DiGiacinto**  
**Tom Enright**  
**Pam Kirby**  
**Jim McBride**  
**Steve Simons**

**Hollis/Brookline Cooperative School District Budget Committee Members**

**Bill Matthews, Chair**  
**Richard Bensinger**  
**Doug Cecil**  
**Harry Haytayan**  
**Forrest Milkowski**  
**Ray Valle**

**Hollis/Brookline Cooperative School District Moderator**

**Jim Belanger**

**Hollis/Brookline Cooperative School District Clerk**

**Mary Kay MacFarlane**

**SAU #41 Administration**

**Dr. Kenneth L. DeBenedictis**  
**Lee Ann Blastos**  
**Robert R. Kelly**  
**Carol Mace**

Moderator Jim Belanger calls the meeting to order at 7:03 pm

Moderator Belanger introduces students who sing National Anthem.

Moderator Belanger introduces NH State Representatives.

Moderator Belanger introduces assistant moderator Jim Squires.

Moderator Belanger introduces Coop Budget Committee.

Moderator Belanger introduces Lou Ann Parodi, who introduces Coop School Board member and SAU members.

Moderator introduces NH State Senator Jane O'Hearn who gives 2 minute speech

Moderator reviews the rules with the audience for this evening's meeting and lists the order in which the articles will be brought to the floor:

- Article 2 – New School proposal
- Article 3 – Renovation proposal
- Article 10 –Transportation budget
- Article 4 – School Repairs
- Article 5 - Easements
- Article 6 – Catastrophic Funds
- Article 7 – Professional staff sal.
- Article 8 – Support staff salaries
- Article 9 – Operating budget

Moderator Belanger brings Article 2 to the floor for action.

Doug Cecil makes a motion to change the order of the articles and take up Article 3 before Article 2. Forrest Milkowski seconds the motion. The motion carries.

Moderator Belanger calls for a vote: 106 yes, 251 no. 2/3 majority required. The motion is defeated.

Moderator Belanger reads Article 2:

To see if the Hollis/Brookline Cooperative School District will vote to raise and appropriate the sum of \$13,425,000 for site development, construction and original equipping of a new Cooperative middle school on land, owned by the Brookline School District, in Brookline. This sum to include fees and any items incident to and/or necessary for said construction, and said sum to be in addition to any federal, state or private funds made available therefore, and to authorize the issuance of not more than \$13,425,000 of bonds or notes, in accordance with NH RSA 33 (Municipal Finance Act), and to authorize the Hollis/Brookline Cooperative School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; furthermore, to authorize the interest earned on the investment of these bond proceeds to be used for the above purpose. In addition, to raise and appropriate \$300,000 for the first year principal and interest payment on the bond (submitted by petition). The school board does not support this appropriation. The budget committee does not support this article. A two-thirds ballot vote is required.

Moderator Belanger reminds the audience that this article exceeds the 10% cap of RSA 32 (Municipal Budget Act).

Don Edson makes a motion to bring Article 2 to the floor. Eric Pauer seconds the motion.

Don Edson makes a motion to amend Article 2 to read as follows: To see if the Hollis/Brookline Cooperative School District will vote to raise and appropriate the sum of \$9,718,000 for site development, construction and original equipping of a new Cooperative middle school on land, owned by the Brookline School District, in Brookline. This sum to include fees and any items incident to and /or necessary for said construction, and said sum to be in addition to any federal, state, or private funds made available therefore, and to authorize the issuance of not more than \$9,718,000 of bonds or notes this year, in accordance with NH RSA 33 (Municipal Finance Act), and to authorize the interest earned on the investment of these bonds proceeds to be used for the above purpose. In addition, to raise and appropriate \$235,999 for the first year principal and interest payment on the bond. (Submitted by Petition). The motion is seconded by Dexter Decker.

Don Edson, Eric Pauer, Ron Young and Ernie Hudziec make the presentation on the amended Article 2.

A lengthy discussion ensued.

Ray Vallee moves the question. Rich Besinger seconds the move. Motion carries by majority card vote.

A vote is taken on motion to amend Article 2. Motion is defeated. Article 2 reads as originally submitted.

Mort Goulder make a motion to vote on Article 2 and Article 3 all day March 6<sup>th</sup>. Eric Pauer seconds the motion.

Kathy deLacy moves the question. Rich Bensinger seconds the move. Motion is carries by majority card vote.

A vote is taken and the motion is defeated.

Eric Pauer makes a motion for an all day vote on March 6<sup>th</sup> 7am-6pm for Article 2. The motion is seconded by Dexter Decker.

A lengthy discussion ensued.

Sue Heard moves the question. Ray Vallee seconds the move. Motion carries by majority card vote.

A vote is taken and the motion is defeated.

Ron Young makes a motion to table Article 2. The motion is seconded by Eric Pauer.

Discussion ensued.

Kathy Lewis moves the question. Ray Vallee seconds the move. The motion carries by majority card vote.

A vote is taken and the motion is defeated.

Moderator Belanger opens the polls to vote on Article 2 as originally worded at 8:26 pm.

Moderator Belanger asks to continue the meeting at 8:55 pm. with discussion of Article 3.

Steve Simons, Pat Goyette and Bill Matthews give the presentation on Article 3.

Polls close at 9:30 p.m. on Article 2.

Moderator Belanger announces the vote on Article 2: 121 yes, 704 no. Article 2 is defeated.

Moderator Belanger reads Article 3:

To see if the school district will vote to raise and appropriate the sum of \$8,550,000 (gross budget) for Hollis/Brookline Middle School renovation/addition and to authorize the issuance of not more than \$8,550,000 of bonds or notes, in accordance with NH RSA 33 (Municipal Finance Act), and to authorize the school board to issue and negotiate such notes or bonds and to determine the rate of interest thereon. Furthermore to appropriate the sum of \$100,000 representing interest earned on the above bond proceeds to be used for the above purposes. And to raise and appropriate the sum of \$220,644 for the first interest payment on the bond or note. The school board recommends this appropriation. The budget committee supports this article. A two-thirds vote is required.

Steve Simons makes a motion to bring Article 3 to the floor. The motion is seconded by Lou Ann Parodi.

A lengthy discussion ensued.

Kathy deLacy moves the question. Moderator Belanger denies the request.

Tom Enright challenges Moderator Belanger.

A majority card vote was taken to see if Moderator Belanger was out of order. 343 yes, 255 no.

Motion to move the question by Kathy deLacy seconded by audience.

A majority card vote was taken 290 yes, 340 no. The motion is defeated.



Betty Hall moves to amend the motion on the floor (Article 3) to read as follows: To appropriate the sum of \$2,908,080 for the Hollis/Brookline Middle School renovations and to authorize the issuance of not more than \$2,908,080 of bond and notes and to authorize the school board to issue and negotiate such notes and bonds for a maximum term of five years and to determine the rate of interest thereon. Furthermore to appropriate the sum of \$424,772 for the first years interest and principal payment on the bond note. The motion is seconded by Ernie Hudziec.

Betty Hall and Dexter Decker give presentation on amended Article 3.

A lengthy discussion ensued.

Sue Heard moves the question. The move is seconded by audience. Motion carries by majority card vote.

Petition for secret ballot is received by Moderator Belanger.

Moderator Belanger calls for a ballot vote on amended Article 3.

Moderator Belanger announces the vote on amended Article 3. 185 yes, 420 no. The motion is defeated.

Mort Goulder makes a motion to have an all day vote on Article 3 on March 6<sup>th</sup> from 7am to 6pm. The motion is seconded by Lorin Rydstrom.

Discussion ensued.

Mort Goulder amends his motion for an all day vote on Article 3 to include tonight until everyone votes and tomorrow, March 6<sup>th</sup> from 7am to 6 pm.

A vote is taken. 300 yes, 244 no. The motion carries.

Audience member moves to close debate on Article 3. The motion is seconded by Eric Pauer.

A vote is taken. The motion carries by majority card vote.

Steve Schmalz makes a motion to keep the polls open until 7:00pm on March 6<sup>th</sup>. Dexter Decker seconds the motion.

A vote is taken. The motion carries by majority card vote.

Melinda Willis moves to do no other business this evening other than to vote. Lorin Rydstrom seconds the motion.

A vote is taken. The motion carries by majority card vote.

The polls are opened and the meeting is adjourned until March 6<sup>th</sup> at 7:00pm.

Respectfully Submitted,

Mary Kay MacFarlane

**Hollis/Brookline Cooperative School District Annual Meeting**  
**Hollis/Brookline High School**  
**March 6, 2003**  
**7:00 p.m.**

**Hollis/Brookline Cooperative School District Board Members**

**Lou Ann Parodi, Chair**  
**Tim Bevins**  
**Marygrace DiGiacinto**  
**Tom Enright**  
**Pam Kirby**  
**Jim McBride**  
**Steve Simons**

**Hollis/Brookline Cooperative School District Budget Committee Members**

**Bill Matthews, Chair**  
**Richard Bensinger**  
**Doug Cecil**  
**Harry Haytayan**  
**Forrest Milkowski**  
**Ray Valle**

**Hollis/Brookline Cooperative School District Moderator**

**Jim Belanger**

**Hollis/Brookline Cooperative School District Clerk**

**Mary Kay MacFarlane**

**SAU #41 Administration**

**Dr. Kenneth L. DeBenedictis**  
**Lee Ann Blastos**  
**Robert R. Kelly**  
**Carol Mace**

Moderator Jim Belanger closes the polls at 7:01 pm

Moderator Belanger calls the meeting to order at 7:25 pm.

Moderator Belanger introduces students who sing National Anthem.

Lou Ann Parodi gives thanks to Marygrace DiGiacinto for her service to the Coop Board and presents her with a print of Hollis.

Moderator Belanger brings Article 5 to the floor and reads it:

To see if the school district will authorize the school board to convey an access, drainage and sidewalk easement on the west side of Route 122 as shown on the Route 122

sidewalk plan of the Town of Hollis. The school board recommends this article. The budget committee has not taken a position on this article.

Lou Ann Parodi makes a motion to take up Article 5. Tom Enright seconds the motion. The motion carries by majority card vote.

Tom Enright moves Article 5, Lou Ann Parodi seconds.

Tom Enright makes a presentation on Article 5.

A vote is called on Article 5. A majority card vote is taken. Article 5 is approved.

Moderator Belanger announces the vote on Article 3. Article 3 is defeated. 1083 yes, 617 no. Article 3 is defeated by 39 votes.

Doug Cecil makes a motion to reconsider Article 3. The motion is seconded by Lou Ann Parodi.

A lengthy discussion ensued.

Moderator Belanger calls for a majority card vote. 170 yes, 140 no. The motion carries. Article 3 will be reconsidered.

A motion is made to reconsider Article 3 on March 17<sup>th</sup> at the H/B High School at 7:00 pm by Doug Cecil. The motion is seconded by the audience. A majority card vote is taken. The motion carries.

A motion is made to table all articles until March 17<sup>th</sup> by Lorin Rydstrom. The motion is seconded by the audience. A majority card vote is taken. The motion is defeated.

A motion is made to reconsider Article 3 on March 15<sup>th</sup> at 9:00 am by Ernie Hudziec. The motion is seconded by audience. A majority card vote is taken. The motion is defeated.

A lengthy discussion ensued.

John Lombard make a motion to take Article 10 out of order and make it the next order of business. The motion is seconded by the audience. A majority card vote is taken. The motion carries.

Moderator Belanger reads Article 10:

To increase the transportation budget, up to a maximum of \$55,000, for the purpose of changing the schedule of the Hollis-Brookline Cooperative schools to accommodate a later opening; ideally 8:30 AM. This budget increase shall only become effective if the Hollis and Brookline Elementary schools agree to adjust their schedules in a manner that

allows the Coop Schools to open after 7:45 AM. (submitted by petition). The school board does not recommend this appropriation. The budget committee does not support this request.

Moderator Belanger brings Article 10 to the floor.

A motion is made by John Lumbard to move Article 10. The audience seconds the motion.

John Lumbard makes a presentation on Article 10.

A lengthy discussion ensued.

Kathy Lewis moves the question. Janet Listowich seconds the motion. A majority card vote is taken. The motion carries.

Article 10 is called to a vote. The motion is defeated.

Tom Enright makes a motion to take up Article 6 out of order. Lou Ann Parodi seconds the motion. A majority card vote is taken. The motion carries.

Jim McBride makes a motion to act on Article 6. The motion is seconded by Marygrace DiGiacinto.

Moderator Belanger reads Article 6:

To see if the school district will authorize the Hollis/Brookline Cooperative School District to access future year and federal catastrophic aid funds in the event that special education costs exceed budget limitations. The school board and budget committee recommend this article.

Moderator Belanger calls Article 6 is called to a majority card vote. The motion carries.

Tom Enright makes a motion to take up Article 4 after reconsideration of Article 3. The motion is seconded by Tim Bevins. A majority card vote is taken. The motion carries.

Tom Enright moves Article 7. Pam Kirby seconds the motion.

Moderator Belanger reads Article 7:

To see if the school district will vote to raise and appropriate a sum of \$288,026 to fund the increase in cost items relative to professional staff salaries and fringe benefits for the 2003-2004 school year which resulted from good faith negotiations with the professional staff, and which represents negotiated increase over last year's salaries and fringe benefits. Cost items increase in subsequent years will require approval of specific

warrant articles at future district meetings. The school board recommends this appropriation. The budget committee does not support this article.

Tim Bevins presents Article 7.

Discussion ensued.

Article 7 is called to a majority card vote. The motion carries.

Steve Simons moves to restrict reconsideration of Article 7. The motion is seconded by Doug Cecil. A votes is taken. The motion carries.

Tom Enright moves Article 8. Lou Ann Parodi seconds the motion.

Moderator Belanger reads Article 8:

To see if the school district will votes to raise and appropriate a sum of \$107,200 to fund the increase in cost items relative to support staff salaries and fringe benefits for the 2003-2004 school year which resulted from good faith negotiations with the support staff, and which represents the negotiated increase over last year's salaries and fringe benefits. Cost items increase in subsequent years will require approval of specific warrant articles at future district meetings. The school board recommends this appropriation. The budget committee supports this article.

Lou Ann Parodi gives a presentation on Article 8.

Moderator Belanger calls Article 8 is called to a majority card vote. The motion carries.

Roger Saunders make a motion to table the remaining articles, Article 9 and 11, until after reconsideration of Article 3. The motion is seconded by Eric Pauer. A majority card vote is taken. The motion carries. 130 yes, 72 no.

Steve Simons moves to adjourn until March 17<sup>th</sup>. Tim Bevins seconds the motion. A majority card vote is taken. The motion carries.

Respectfully Submitted,

Mary Kay MacFarlane



**Hollis/Brookline Cooperative School District Annual Meeting -  
Hollis/Brookline High School  
March 17<sup>th</sup>, 2003  
7:00 pm**

**Hollis/Brookline Cooperative School District Board Members**

**Lou Ann Parodi, Chair  
Tim Bevins  
Marygrace DiGiacinto  
Tom Enright  
Pam Kirby  
Jim McBride  
Steve Simons**

**Hollis/Brookline Cooperative School District Budget Committee Members**

**Bill Matthews, Chair  
Richard Bensinger  
Doug Cecil  
Harry Haytayan  
Forrest Milkowski  
Ray Valle**

**Hollis/Brookline Cooperative School District Moderator**

**Jim Belanger**

**Hollis/Brookline Cooperative School District Clerk**

**Mary Kay MacFarlane**

**SAU #41 Administration**

**Dr. Kenneth L. DeBenedictis  
Lee Ann Blastos  
Robert R. Kelly  
Carol Mace**

Moderator Belanger calls meeting to order at 7:03pm.

Pledge of Allegiance

Order of Articles

Article 9  
Article 3  
Article 4  
Article 11

Moderator Belanger addresses meeting. This is an adjourned meeting from March 6<sup>th</sup>.  
The March 6<sup>th</sup> meeting brought out emotions and comments which really do not belong at

an orderly town meeting. Despite an attempt to pre-empt such contention, emotions overcame reason and everyone lost as a result. Since that meeting, there have been numerous phone calls to my home, letters to the editor in local news media and promises of motions and actions to be taken at tonight's meeting.

At the March 6<sup>th</sup> meeting, there were several "Points of Order" made to the moderator which were not really points of order but merely an expression of displeasure because the meeting was not going according to the individual's liking. A point of order is made by a voter when he or she feels that an action taken is wrong and needs to be corrected before any other business gets conducted. A point of order is made when the mover wants to halt the meeting and change direction.

Robert's Rules are used as a guide. This has been the case in Hollis Town Meetings and in Hollis-Brookline Cooperative District Town Meetings ever since I can remember. The moderator, with agreement from the voters, conduct the meetings to the best of his/her ability and decides on the conduct of the meeting as issues arise. The moderator is a person that is well versed in the conduct of Town Meetings both from personal experience, attendance at Moderator Workshops put on by the State of NH and by studying Robert's Rules of Order and more specifically, the State of NH Moderator handbook which discusses the conduct of NH Town and School District meetings. The two documents do not always agree as the NH document was written with what has become the accepted practice within the State over years of Town Meetings. There are those who consider themselves parliamentarians and who feel they know better. There comes a time when one has to decide if the moderator is taking a course of action that is different than expected but still correct or if that course of action is dead wrong. If one feels it is dead wrong and not an option open to the moderator, one should challenge the action or ruling. If, however, that action or ruling is within the prerogative of the moderator, who has a huge leeway in the conduct of the meeting, then one should learn to live with the fact that things are not going their way. If this becomes routine and the moderator often takes a course of action that is not to the liking of most voters, then elect a new moderator. Challenges and points of order every five minutes are not in keeping with an orderly meeting and may result in a determination that a person who continually disrupts the meeting is out of order.

In keeping with that, I expect nobody to be standing in the back of the room. Everyone should be seated. Chit Chatting during the meeting is disruptive. I have been informed by several people that they heard some making loud remarks and foul comments to others which I could not hear. Shame on those who are witness to such behavior and who do not bring it to the attention of the moderator or one of the poll officers. By ignoring such behavior, you contribute to disorder.

Now, I have been approached by several voters, some I don't know and some who are friends. I have been asked to waive the 2 minute ruling on comments that this body adopted so that they might make longer addresses to you. If the two minute rule was good last week, it should be good tonight and I am sorry to disappoint but I will do my usual warning of time expiration at two minutes and then use my judgement as to

whether to interrupt or let someone conclude their remarks in the next 15 seconds. However, I reserve the right to do that and do not need to be reminded that a person's time is up by the members of the audience.

I have received phone calls that indicate my ruling, at the start of the first night of this meeting, that a motion to table article 2 or 3 would require a 2/3 vote will be challenged. We don't need to start out this night's meeting with challenges and attempts to change the format of the meeting with the challenges and established at the beginning. In respect for those who feel that a majority vote was enough to reconsider – results in a majority vote being enough to table, -- I will say this. I have looked at the NH Moderator's guide book and the Robert's Rules of Order. The motion to table is dealt with in two different ways in each publication. It is clear to me that a motion to table an article to a different time when it is expected to be taken off the table requires only a majority vote. However, any motion to table (which is not debatable, by the way) which intends to stop action on an article indefinitely and end debate on it always requires a 2/3 vote. Unknown to most, the motion to "Move the Question" which ends debate and is itself not debatable, requires a 2/3 vote. Any time the voters are asked to give up their right of debate or further input; a 2/3 vote is required as it limits a voter's opportunities.

Now, this brings us to tonight's business. As we left the last meeting on March 6, we were addressing the warrant articles and the next one to be addressed was Article 9. This is the budget article and is not affected by action on Article 3 or Article 4.

If we follow our process, Article 9 should be taken up next followed by Article 3 for it's reconsideration and then Article 4. If we choose to change the order in which these articles are to be taken up, we need a 2/3 vote to do so. If we don't do that, we will undoubtedly debate Article 3 until late in the evening no matter what the conclusion and then possibly push action on Article 9 to another night even is reconsideration on Article 3 is defeated. I do not advise taking this course of action.

With respect to Article 3. Emotions are high, opinions are varied and we might be here for a very long time if we don't try and keep to the subject. We should not be talking about the vote has been taken, was passed and we should deal with what we have at this point and not on what should have been. There are three ways to go on this article.

1. Vote on it as printed
2. Amend it and vote.
3. Table it.

Since the meeting of the 6<sup>th</sup>, the members of the Cooperative District School Board have discussed options among themselves but, since no meeting could be posted, could not take official action. Before this meeting tonight, they did get together, however, and the School Board chair will tell us about that meeting. I ask you to place your displeasure at past actions aside with respect to what happened on March 6<sup>th</sup> and think of the good of the District and its children. Listen to the School Board, provide them with direction on where to go from here. Article 3 is still a school board motion so, listen to them with regard to Article 3 and let's move on.

If you feel there is merit in this course of action, I would suggest the following: Let's bring up Article 9 to the floor and deal with it. Then, let's take up Article 4 and possibly pass that in the affirmative on the condition that action on Article 3 ends in a complete defeat. I will help you word that motion, should that be your pleasure. Then we move to restrict reconsideration on Article 4 through Article 10. This would leave only Article 3 and 11 (which does not authorize an appropriation) open for the remainder of this evening's meeting. We could then discuss, amend, table and otherwise act on Article 3. If it comes to that, we can open the polls on Article 3 for 1.5-2 hours this evening and bring this District meeting to a close after the results are announced. Even if an all day vote is the result, the meeting can be adjourned after that vote is counted by anyone in attendance and not have to reconvene another night to announce the vote and adjourn the meeting. We can do this if we act on Article 9 and 4, restrict reconsideration and have only Article 3 and 11 left over. We can act on Article 11 during or after the vote on 3.

Your cooperation on getting this done is required.

Lou Ann Parodi addresses meeting.

Moderator Belanger brings Article 9 to the floor.

Modertor Belanger reads Article 9: To see if the school district will vote to raise and appropriate \$12,795,997 for the support of schools, for the payment of salaries of school district officers and agents and for the payment of statutory obligations of the district. The school Board recommends this appropriation. This appropriation does not include any of the other warrant articles.

A motion to move Article 9 by Tom Enright. Second by Tim Bevins.

Tom Enright gives presentation on Article 9.

Bill Matthews gave the tax impact of Article 9. Ray Valle gave a minority opinion from the budget committee.

Mort Goulder makes motion to amend budget to add \$100,000 to budget for Technology. Steve Lewis seconds the motion.

Discussion ensued.

A majority card vote is taken. The motion is defeated.

A motion is made by Kathy O'Sullivan to add \$15,000 to the budget to cover the cost of professional services related to the development of a community outreach program.. Seconded by Sue Heard. Kathy O'Sullivan spoke to her amendment.

Discussion ensued

Move the question Melinda Willis. Seconded by Ray Valle. A majority card vote was taken to end debate. The motion carried and debate has ended.

A majority card vote was taken on Kathy O'Sullivan's amendment to add \$15,000 to the budget. The motion is defeated.

Moderator Belanger calls Article 9 to a majority card vote. The motion carries in the affirmative.

A motion to bring Article 4 before Article 3 by Anne Caldwell. Second by Rich Bensinger.

Moderator Belanger says that Article 4 is next item and does not need a motion.

Moderator Belanger brings Article 4 to the floor.

Moderator Belanger reads Article 4: To see if the school district will vote to raise and appropriate a sum of \$395,700 to fund the necessary repairs of the Hollis Brookline Middle School and to purchase replacement furniture and equipment. Repair projects totally \$365,700 includes roof and boiler replacement, installation of air circulation equipment and removal of carpeting in several classrooms and replacement with vinyl tile. The \$30,000 balance in article covers the cost of replacement classroom furniture and audio-visual equipment. The school board recommends this appropriation. The budget committee supports this article. In the event that Article 2 or 3, pass this article will be withdrawn.

Motion to act on Article 4 by Tom Enright. Second by Tim Bevins.

Motion to amend Article 4 by increasing the budget by \$70,000 to \$465,700 for the purpose of a community survey, improved security at the Farley building and enclosing the fire escape at the Farley building by Tom Enright. Second by Lou Ann Parodi.

A lengthy discussion ensued.

Dana Albrecht moves the question. Seconded by Jerry Walsh. A majority card vote is taken. The motion is carried in the affirmative.

Dana Albrecht challenges the vote. Seven audience members agreed with this challenge. A hand count was done. 409 yes and 259 no.

Move to table Article 4 by Harry Rogers. Second by Mike Harris. A majority card vote was taken. Motion was declined.

Art Brunage moves the question. 2<sup>nd</sup> audience member seconds motion. Motion carried and debate has ended.



Moderator Belanger called for a secret vote on Article 4.

Mr Gardener makes a motion to table Article 11 which states to transact any other business which may legally come before said meeting. The motion is seconded by a member of the audience. A majority card vote was taken. Motion carried in the affirmative.

Voting closed on Article 4 9:40 pm.

Move to restrict reconsideration on Articles 4-11 by Tom Enright. Second by Lou Ann Parodi. A majority card vote was taken. Motion carried.

Moderator Belanger announces the vote on Article 4. 620 yes, 145 no.

Sue Heard makes a motion to amend Article 3 to be \$2,918,000 in a ten-year bond. Second by Kathy Lewis.

Discussion ensued.

Kathy James moves to vote tonight and all day tomorrow from 7-7 pm on Article 3. The audience seconded the motion.

Lou Ann Parodi requests a caucus for the School Board from Moderator Belanger. The moderator grants the caucus.

Discussion ensued.

A presentation was given by Betty Hall on Sue Heard's motion to amend Article 3 to \$2,918,000.

A lengthy discussion ensued.

Sue Heard amends her motion to be \$2,908,000. The amendment excludes the \$10,000 for the study

Steve Harley moves he question of voting tonight and tomorrow. Jerry Walsh seconds the motion. A majority card vote is taken. The motion carries in the affirmative.

Moderator Belanger calls for vote on the amendment to Article 3. A majority card vote is taken. 250 yes, 356 no. The motion is defeated.

A motion to table Article 3 by Lorin Rydstrom. Second by Eric Pauer. A majority card vote is taken. 422 yes, 96 no.



A motion to rescind the all day vote and adjourn the meeting by Lorin Rydström .  
Seconded by Ray Valle. A majority card vote was taken. The motion carries in the  
affirmative.

Respectfully Submitted,

Mary Kay MacFarlane

HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT

	<u>ACTUALS</u> FY 2002-2003	<u>ADOPTED</u> FY 2003-2004	<u>PROPOSED</u> FY 2004-2005	<u>BUD COMM</u> <u>RECOMMEND</u> FY 2004-2005
1100 REGULAR INSTRUCTION	\$3,935,174	\$4,201,276	\$4,437,925	\$4,437,925
1200 SPECIAL EDUCATION	\$1,140,624	\$1,465,783	\$1,446,181	\$1,446,181
1260 ESL PROGRAM	\$42,512	\$43,531	\$43,531	\$43,531
1270 GIFTED AND TALENTED	\$2,904	\$2,200	\$1,200	\$1,200
1300 VOCATIONAL EDUCATION	\$95,273	\$89,032	\$94,232	\$94,232
1400 CO-CURRICULAR	\$262,770	\$318,275	\$337,736	\$337,736
1600 ADULT COMMUNITY EDUCATION	\$0	\$10,000	\$10,000	\$10,000
2120 GUIDANCE	\$331,343	\$415,292	\$405,910	\$405,910
2130 HEALTH	\$82,900	\$93,640	\$95,281	\$95,281
2210 IMPROVEMENT OF INSTRUCTION	\$154,923	\$132,925	\$170,275	\$170,275
2220 EDUCATIONAL MEDIA	\$189,675	\$207,175	\$204,301	\$204,301
2310 SCHOOL BOARD EXPENSE	\$41,096	\$38,045	\$26,845	\$26,845

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	ACTUALS FY 2002-2003	ADOPTED FY 2003-2004	PROPOSED FY 2004-2005	BUD COMM RECOMMEND FY 2004-2005
2320 OFFICE OF SUPERINTENDENT	\$336,038	\$382,666	\$423,012	\$423,012
2400 OFFICE OF PRINCIPAL	\$622,103	\$657,200	\$693,841	\$693,841
2600 OPERATION OF PLANT	\$817,712	\$815,662	\$826,638	\$826,638
2700 TRANSPORTATION	\$300,733	\$307,030	\$345,239	\$345,239
2900 FRINGE BENEFITS	\$1,486,223	\$1,812,122	\$2,078,605	\$2,078,605
4200 SITE IMPROVEMENT SERVICES	\$0	\$0	\$0	\$0
4300 ARCHITECTURE SERVICES	\$9,813	\$0	\$0	\$0
4600 BUILDING IMPROVE. SERVICES	\$0	\$0	\$0	\$0
5100 DEBT SERVICE	\$1,655,521	\$1,715,065	\$1,294,533	\$1,294,533
5221 TRANSFER TO FOOD SERVICE	\$411,658	\$379,704	\$421,026	\$421,026
5222 TRANSFER TO SPECIAL REVENUE	\$256,098	\$104,600	\$124,600	\$124,600
5230 TRANSFER TO CAPITAL PROJECTS	\$394,175	\$465,700	\$0	\$0
GRAND TOTALS	<u>\$12,569,268</u>	<u>\$13,656,923</u>	<u>\$13,480,911</u>	<u>\$13,480,911</u>

# HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT

## REVENUE & CREDITS

	APPROVED BY DRA <u>2002-2003</u>	APPROVED BY DRA <u>2003-2004</u>	PROPOSED <u>2004-2005</u>
UNRESERVED FUND BALANCE	\$ 31,578	\$ 71,584	\$ -
DRIVER EDUCATION	4,000	4,000	4,000
CATASTROPHIC AID	34,817	4,488	4,488
BUILDING AID	536,667	573,166	611,637
CHILD NUTRITION	348,914	379,704	421,026
EARNINGS ON INVESTMENTS	20,000	15,000	15,000
STUDENT ACTIVITIES	14,000	14,000	14,000
OTHER LOCAL SOURCES	53,300	27,728	28,299
BOND REFINANCE "OTO"	0	212,010	0
RUTH WHEELER TRUST FUND	600	600	600
HOLLIS TRUST FUND	5,600	5,600	5,600
PFSE PRIVATE FOUNDATION GRANT	0	60,000	50,000
FEDERAL FUNDS	80,200	86,500	116,500
SALE OF BONDS	650,000	0	0
PRIVATE CITIZEN CONTRIBUTIONS	196,704	188,352	0
TOTAL REVENUE & CREDITS	\$ 1,976,380	\$ 1,642,732	\$ 1,271,150
DISTRICT ASSESSMENT	9,136,137	10,253,915	10,449,485
ADEQUACY AID	1,649,301	1,760,276	1,760,276
TOTAL APPROPRIATIONS	<u>\$ 12,761,818</u>	<u>\$ 13,656,923</u>	<u>\$ 13,480,911</u>

HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT  
Combined Statement of Revenues, Expenditures and Changes in Fund Balances  
All Government Fund Types  
For the Fiscal Year Ended June 30, 2003

	General Fund	Special Revenue Funds	Capital Projects Funds	Total (Memorandum Only)
<u>Revenues</u>				
School District Assessment	\$ 6,429,661	\$ -	\$ -	\$ 6,429,661
Other Local	269,420	497,623	18,760	785,803
State	4,993,650	14,540		5,008,190
Federal		81,785		81,785
<u>Other Financing Sources</u>				
Proceeds of General Obligation Debt			650,000	650,000
Operating Transfers In	5,362	929		6,291
<u>Total Revenues and Other Financing Sources</u>	<u>11,698,093</u>	<u>594,877</u>	<u>668,760</u>	<u>12,961,730</u>
<u>Expenditures</u>				
Current				
Instruction	5,547,820	139,580		5,687,400
Support Services				
Student	394,928	6,500		401,428
Instructional Staff	363,912			363,912
General Administration	41,096			41,096
Executive Administration	336,038			336,038
School Administration	622,103			622,103
Operation and Maintenance of Plant	827,525			827,525
Student Transportation	300,733			300,733
Other	1,486,223			1,486,223
Non-Instructional Services		421,990		421,990
Facilities Acquisition and Construction			394,175	394,175
Debt Service	1,655,521		196,704	1,852,225
<u>Total Expenditures</u>	<u>11,575,899</u>	<u>568,070</u>	<u>590,879</u>	<u>12,734,848</u>
<u>Excess of Revenues and Other Financing Sources Over Expenditures</u>	<u>122,194</u>	<u>26,807</u>	<u>77,881</u>	<u>226,882</u>
<u>Fund Balances - July 1</u>	<u>51,706</u>	<u>100,180</u>	<u>363,353</u>	<u>515,239</u>
<u>Fund Balances - June 30</u>	<u>\$ 173,900</u>	<u>\$ 126,987</u>	<u>\$ 441,234</u>	<u>\$ 742,121</u>

HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT

Combined Balance Sheet

All Fund Types and Account Group

June 30, 2003

ASSETS AND OTHER DEBITS

Assets

	Governmental Fund Types			Fiduciary	Account	Total
	General	Special	Capital	Fund Types	Group	(Memo-
		Revenue	Projects	Trust and	General	random
				Agency	Long-Term	Only)
					Debt	
Cash and Equivalents	\$ 161,161	\$ 126,915	\$ 119	\$ 160,322	\$ -	\$ 448,517
Investments	56,007		461,619			517,626
Intergovernmental Receivable	21,448	13,886		229,827		265,161
Interfund Receivable	22,398					22,398
<u>Other Debits</u>						
Amount to be Provided						
for the Retirement of						
General Long-Term Debt					11,111,689	11,111,689

TOTAL ASSETS

AND OTHER DEBITS

\$ 261,014	\$ 140,801	\$ 461,738	\$ 390,149	\$ 11,111,689	\$ 12,365,391
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LIABILITIES AND EQUITY

Liabilities

Accounts Payable	\$ 26,932	\$ 5,070	\$ 276	\$ -	\$ -	\$ 32,278
Accrued Payroll and Benefits	56,217					56,217
Intergovernmental Payable	3,965					3,965
Interfund Payable		53	20,228	2,117		22,398
Due to Student Groups				160,322		160,322
Deferred Revenues		8,691				8,691
General Obligation Bonds Payable					10,293,986	10,293,986
Capital Lease Payable					37,703	37,703
Compensated Absences Payable					780,000	780,000
<u>Total Liabilities</u>	87,114	13,814	20,504	162,439	11,111,689	11,395,560



Equity				
Fund Balances				
Reserved For Debt Service		180,796		180,796
Reserved For Encumbrances	102,315	200,123		302,438
Reserved For Endowments			227,710	227,710
Reserved For Special Purposes		60,315		60,315
Unreserved				
Designated For Special Purposes		126,987		126,987
Undesignated	71,585			71,585
Total Equity	173,900	126,987	227,710	969,831
			0	
TOTAL LIABILITIES AND EQUITY				
	\$ 261,014	\$ 140,801	\$ 390,149	\$ 12,365,391

CERTIFICATE

This is to certify that the information contained in this report was taken from the official records and is complete and correct to the best of my knowledge and belief. The accounts are kept in accordance with Section 17 of Chapter 71-A of the Revised Statutes Annotated and regulation Chapter Rev 1100, Financial Accounting for Local Education Agencies on file with the Administrative Procedures Act, and upon forms prescribed by the Department of Revenue Administration.

Timothy Bevins  
Thomas Enright  
Betty Hall  
Pamela Kirby  
James McBride  
Lou-Ann Parodi  
Stephen Simons

Kenneth L. DeBenedictis, Ed.D., Superintendent

The books and records of the Hollis Brookline Cooperative School District have been audited by the CPA firm of Plodzik and Sanderson, Concord, NH.

HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT  
ACTUAL EXPENDITURES FOR  
SPECIAL EDUCATION PROGRAMS AND SERVICES  
RSA 32:11a \*

	2001-2002	2002-2003
<b>EXPENSES:</b>		
SALARIES	\$ 845,384	\$ 938,596
BENEFITS	168,777	212,588
CONTRACTED SERVICES	118,524	113,979
TRANSPORTATION	51,029	50,115
TUITION	271,883	178,775
MATERIALS	5,109	10,097
EQUIPMENT	5,039	2,171
OTHER	185	203
<b>SUBTOTAL</b>	<b>\$ 1,465,930</b>	<b>\$ 1,506,524</b>
<b>REVENUE:</b>		
CATASTROPHIC AID	\$ 32,995	\$ 32,643
IDEA	94,175	112,961
<b>SUBTOTAL</b>	<b>\$ 127,170</b>	<b>\$ 145,604</b>
<b>NET COST FOR SPECIAL EDUCATION</b>	<b><u>\$ 1,338,760</u></b>	<b><u>\$ 1,360,920</u></b>

\* Department of Education, Bureau of Special Education requires, under separate cover, an accounting of actual expenditures by the district for special education programs and services for the previous 2 fiscal years.

TEACHER ROSTER  
HOLLIS BROOKLINE MIDDLE SCHOOL

NAME	EXPERIENCE	ASSIGNMENT	COLLEGE	DEGREE
Patricia Lewis Kimberly	34 8	Principal Assistant Principal	UNH Rivier	M.Ed. CAGS
Deirdre Eileen Claudia	24 19 2	School Nurse-Health Media-Library Spanish	UNH URI Superior en Lenguas Vivas No. 1 de Rosario (Argentina)	B.S. M.A. B.A.
Margaret David Gayle	24 23 28	Social Studies Science Physical Education	Syracuse Univ. U. Mass. U. Bridgeport	M.L.S. M.A. M.S.Ed.
Stephen Jennifer Carolyn Jeanne	11 2 31 24	Social Studies Special Education English Biology	St. Anselm College Keene State Mt. St. Mary College Northeastern Univ.	B.A. B.S.-B.A. M.A. M.Ed.
Glenn Claudia Carolyn Paula Kathleen Christine	18 16 25 3 6 5	Instrumental Music Reading Science Mathematics Special Education Guidance	Eastern Michigan Univ. Fitchburg State Boston Univ. Univ. Lowell Rutgers American Grad. School Intl. Mgmt. Plymouth State Duquesne Univ. U. Mass., Amherst Rivier Michigan State Univ.	B.S. M.Ed. B.S. B.S. B.A. M.A. M.Ed. M.A. B.A. B.A. Ph.D.
Joseph Margaret Katrina Patricia	8 26 3 20	Computer English Mathematics Psychoeducational Evaluator		
Timothy Carolyn Dean	1st Year Teacher 14 27	French English Mathematics	Williams College Keene State Rivier	B.A. B.S. M.Ed.

NAME	EXPERIENCE	ASSIGNMENT	COLLEGE	DEGREE
Ronald	Johnston	Physical Education-Health	UNH	M.S.
Janet	Lash	Spanish	Regis College	B.A.
Jacqueline	Lucas	Reading	Westfield State College	M.A.
Barry	Lyle	Social Studies	Framingham State	M.A.
Melanie	Madden	Special Education	Rivier	M.Ed.
Holly	Maher	English	U. Conn	M.A.
Rosemary	Mezzocchi	Mathematics	Northeastern Univ.	B.A.
Jeanne	Morrow	Guidance	Northeastern Univ.	M.Ed.
Christine	Page	Special Education	Fitchburg State	M.Ed.
Sandra	Papadeas	Art	UNH	B.S.
Paul	Picarello	Technology Education	Fitchburg State	M.Ed.
Louise	Rankins	French	Rivier	M.Ed.
Teresa	Rossetti	Mathematics	Univ. Lowell	B.S.
Bharti	Sarvaya	Family & Consumer Science	Univ. of Baroda	M.S.
Jeanne	Saunders	Special Education	Fitchburg State	B.S.
Patricia	Smith	Reading	Worcester State	B.S.
Charles	Twichell	Social Studies	UNH	M.Ed.
Erin	White	Student Assistance/Health	UNH	B.S.
Sharon	Zarin-Strout	Music	Penn. State	B.S.
<u>Leave of Absence</u>				
Karen	Coutu	Special Education	Rivier	M.Ed.
Ingrid	Monaghan	Special Education	UNH	B.A.

# TEACHER ROSTER

## HOLLIS BROOKLINE HIGH SCHOOL

Name	Experience	Assignment	College	Deg
Charles Flahive	46	Principal	Boston Univ.	M.Ed.
Richard Manley	25	Assistant Principal	Northeastern	M.A.
			Suffolk University Law School	J.D.
Robert Ouellette	8	Assistant Principal	NH College	M.B.A.
Nicole Adamson	3	Physical Education	Keene	B.S.
Rebecca Balfour	11	Social Studies	Beloit College	B.S.
Dorothy Ball	20	Mathematics	Nova Southeastern Univ.	M.A.
Donald Boggis	21	Phys. Ed./Wellness	Plymouth State	B.S.
Amy Bottomley	4	Special Education	Bethany College	B.A.
Barbara Boucher	14	Media-Library	URI	M.L.S.
John Boucher	5	Physics	U. Mass, Lowell	M.Ed.
Jodi Callinan	1	Student Assistance Program Coord.	Rivier	M.Ed.
Jon Cannon	1	Social Studies	UNH	M.A.T.
Luis Castro	21	Spanish	Rivier	M.A.
Rodney Clark	12	Science-Biology	Fitchburg State	M.Ed.
Steven Connors	4	Science	Rivier	B.A.
Bonnie Del Signore	12	Mathematics	Brown Univ.	B.A.
Vina Duffy	20	Mathematics	Keene State	B.Ed.
Roderick Ferland	36	Music	Boston Univ.	M.A.
Michael Fox	37	English	Middlebury	M.A.
Kerry Gangeni	6	Guidance	Notre Dame College	M.Ed.
Timothy Girzone	1	Physical Education-Wellness	UNH	B.S.
Jennifer Given	1st Year Teacher	Social Studies	SUNY, Stonybrook	B.A.
Kathryn Gorham	3	Family and Consumer Science	Colorado State Univ.	B.S.
Christine Haight	11	Special Education	Rivier	M.Ed.
Elizabeth Hanscom	4	Spanish	Holy Cross	B.A.
Erin Hubbard	4	Science	Lawrence Univ.	B.A.
Lin Illingworth	12	English	UNH	M.A.T.
Mark Illingworth	18	Mathematics	Univ. VA	B.S.
Mary Kelley	23	Guidance	Rivier	M.Ed.
Deborah Kissell	7	English	UNH	B.A.
John Kittredge	31	Anatomy-Physiology	Suffolk Univ.	M.Ed.
Elias Korcoulis	40	Physical Education	Keene State	B.Ed.
Amy Kozlowski	4	Guidance	Rivier	M.Ed.

Name	Experience	Assignment	College	Deg
Lindsay Lankin	21	School to Careers Coordinator	Temple Univ.	M.A.
Sandra Lindquist	9	Spanish	Andrews Univ.	B.A.
Brigitte MacMillan	6	Art-Photography	Rivier	B.A.
Brian Maynard	33	Science, Physics	Suffolk Univ.	M.Ed.
M. Frances McBee	14	ESL Specialist	Notre Dame College	M.A.
Judith McDaniel	1	Mathematics	Rivier	M.B.A.
Kathie McGowan	15	Special Education	Eastern Illinois Univ.	B.S.
Helen Melanson	33	Social Studies	Dartmouth	M.A.
Katherine Melanson	1	Chemistry	Stonehill College	B.S.
Richard Melillo	13	Psychotherapist	Antioch New England	M.A.
Joel Mitchell	37	Social Studies	Dartmouth	M.A.
Susan Mooers	6	Mathematics	Univ. Southern Maine	M.S.
Richard Nagy	25	Mathematics	St. John's Univ.	M.S.
J. William Neller II	28	Social Studies	UNH	M.A.T.
Melissa Oliver	1	English-Social Studies	UNH	B.A.
Lina Pepper	6	Art	Plymouth State	B.S.
Stuart Pepper	14	Social Studies	Nene College of Higher Ed., UK	B.A.
Stacey Plummer	9	Mathematics	Univ. Rochester	B.A.
Craig Plummer	9	Guidance	Univ. Rochester	M.S.
Joseph Quinn	20	Computer Technology	Fitchburg State	B.S.
Jennifer Ridge	1st Year Teacher	Spanish	New York University	M.A.
Milton Robinson	9	Special Education	Rivier	M.Ed.
Neil Rosenberg	12	Technology	Stanford Univ.	M.S.
Rhon Rupp	17	Chemistry	Univ. NC	B.A.
Jennifer Samson	2	English	Moravian College	B.A.
Cathy Saunders	7	School Nurse	Univ. of Southern Maine	B.S.N.
Chris Saunders	13	English	Franklin Pierce College	B.A.
Stacey Sawyer	4	Studio Art-Technology	UNH	B.A.
Karen Sayward	17	Music-Chorus	U. Mass, Lowell	M.M.
Kelly Sewell	1	English	Seton Hall Univ.	B.A.
Michael Tenters	2	French	Keene State	B.A.
Francis Tkaczyk	23	Special Education	Notre Dame College	M.Ed.
Elyse Tomlinson	10	English-Theatre Arts	Univ. of Santa Clara	M.A.
Robin Tulloch	27	English	Keene State	M.A.
Jennifer Verville	3	Spanish	Keene State	B.A.
Linda Wheeler	32	French	Univ. Maine	B.A.
Julie Whitcomb	17	Health Education	Rivier	M.Ed.
Michael Williamson	23	English	Cambridge Univ., UK	M.A.



# **Annual Report 2003-2004 Hollis Brookline Middle School**

As principal of Hollis Brookline Middle School, I am both pleased and proud to submit this report to the citizens of Hollis and Brookline.

## **ENROLLMENT**

At present there are four hundred and fifty-two (452) students. During my six-year tenure that is close to a one hundred percent increase. The need for more space continues to be paramount, as four teachers (health, music, Spanish, reading) must share classroom space and instruct from a cart.

## **STAFFING**

We are proud to welcome our new staff members. Their skill, style and compassion have served to enhance our educational community.

Ms. Christine Grieff - Guidance  
Mr. Timothy Hildreth - French Teacher (P.T.)  
Miss Erin White – Health Teacher (P.T.)

Special education services are delivered within an exemplary model of inclusion. Our paraprofessionals are key to the success of our program.

Mrs. Marsha Cone-Roddy  
Mrs. Stephanie Fuller  
Mrs. Patricia Pallies  
Mrs. Donna Sadkowski  
Mrs. Maryann Sidebotham

Finally, Ms. Kimberly Rizzo was hired as the assistant principal. Ms. Rizzo brings experience from her years as a social studies teacher at Londonderry Middle School and most recently as a Curriculum Coordinator from the humanities at Londonderry High School.

## **BUILDING INITIATIVES**

Our **Best Schools Leadership Initiative** reached its final stage of implementation. Skill-based advisory groups meet daily for the first twenty minutes of the day. ROCK is the acronym for Reading, Organization, Communication and Knowledge. Research states that academic achievement will increase as a result of a positive adult relationship during the emerging adolescent stage of development.

**Technology** continues to be a primary focus. The staff at Hollis Brookline Middle School has embraced technology as the tool it is intended. Email communication has grown tremendously beyond interschool boundaries to parents. Homework is posted daily by 4:00 PM on our school web site and individual teachers have created valuable web pages that provide study guides, interactive applications and current events.

**Differentiated instruction** continues to be a primary focus for SAU 41. Our national consultant, Richard Strong, returned in the Spring of 2003 to follow through with professional development designed to articulate standards across all content areas.

## **PARENT, TEACHER, STUDENT ASSOCIATION**

Our PTSA continues to be a strong foundation to our success. Twenty plus parents meet monthly to discuss what is affecting our adolescents, what we can control and how to make a positive difference.

The Staff Appreciation Committee out did itself with a Turkey Feast to include all the fixings. The recognition for daily diligence is greatly appreciated.

We applaud the work of Denise Hurt as our *Knightly News* publisher. The guaranteed communication 6-8 times per school year is an essential tool during these adolescent years.

The Hollis Brookline Middle School Parent Association continues to receive the Blue Ribbon Award for volunteerism. We are proud of our parent involvement and recognize their contributions.

## **EXTRA-CURRICULAR**

Exemplary middle schools boost connections with students beyond the school day. Hollis Brookline Middle School offers diverse opportunities for students to become involved to include a variety of interscholastic sports and intramurals, yearbook, drama, choral, band, art, chess and Student Council. Recognition assemblies honor students four times a year for their academic and extracurricular accomplishments.

## **SUMMARY**

We continue to strive for balance with academic rigor and care for our young adolescents. I am proud to work with the HBMS staff, students, parents and community members from Brookline and Hollis.

Respectfully submitted,

Patricia Lewis Goyette  
Principal

HOLLIS BROOKLINE HIGH SCHOOL  
TOWN REPORT  
2003-2004

Hollis Brookline High School has experienced considerable growth and achievements this past year. With the strong support of our two communities, we have been able to expand our course offerings, strengthen our curriculum and offer additional extra-curricular activities for our total student body.

On the testing front, I am extremely proud of all the members of the class of 2005 for their outstanding performance on the State of New Hampshire Education Improvement and Assessment testing program. Our HBHS tenth grade students obtained the highest score in the entire State! They far exceeded our goals to raise all scores and move students into the upper categories of Proficient and Advanced. Our staff, administrators, and SAU #41 Directors also deserve credit for their efforts and dedication towards improving our scores. Our SAT scores were also above average and comparable to the best of New England's public schools.

With the assistance of Ms. Carol Mace, our District Director of Curriculum, our department chairs, and faculty, we have been able to offer new courses to challenge all students to achieve at higher levels, become critical thinkers, incorporate higher order thinking skills into our courses and review and write curriculum.

We have been very busy with our NEASC Self-Study in preparation for our 2005 accreditation visit by the New England Association of Schools and Colleges. This involves an enormous amount of work by our staff and communities.

During their first year of competition, our US First Team scored very well in the robotics competition. Under the guidance of Neil Rosenberg, this group along with the entire technology center has flourished. New programs were added and participation remains at a high level.

This year football was instituted as a club sport. With the strong support of our School Board and Football Boosters Club, approximately 45 students participated. They enjoyed an exceptional season and we see nothing but positive growth over the next few years. Many thanks to all the parents and friends who attended the games and lent support to the program.

The high level of participation in all sports is an indicator of our successful athletic/sports programs. In addition, several teams, including soccer, baseball, volleyball, and basketball qualified for tournament play. The volleyball team, led by Coach Balfour won the State Championship in their division and Suzanne Flaherty was selected as Player of the Year.

Our Musical and Performing Arts program continues to present high quality and exciting concerts, musicals, and shows for the students and communities. At this writing, students

are busily preparing for the annual Spring Musical, "Anything Goes". Drama Director, Elyse Tomlinson, and Music Directors, Karen Sayward and Rod Ferland along with Technical Director, Mark Illingworth continue to motivate and encourage students to participate in their programs. Mr. Ferland is retiring this year after many years of service to the school and community. He will be sorely missed!! Additional assemblies have been held throughout the year to recognize Spirit Week, Social Awareness, A World of Difference, and Academic and Athletic Achievement.

Our new AP Biology course, taught by Rod Clark was well received, successful, and has certainly offered an additional challenging curriculum as well as improving our school profile. In addition, AP and SAT Review courses are offered to prepare students for College Board testing. An AP US History course is one of the new courses being offered for the 2004-2005 school year.

I take pride in my role as Principal of such an excellent secondary school and an SAU Board and Central Administration committed to excellence and the goal of providing a challenging educational experience for all students. My thanks and appreciation to the School Board, Superintendent DeBenedictis, Business Manager Leeann Blastos, and my dedicated faculty and support staff for their commitment and support. I also thank the communities of Hollis and Brookline for their continued support as we strive for excellence and research how we can do what we do better. Your enthusiasm is our motivation!

Respectfully submitted

Charles W. Flahive, Principal

**HOLLIS BROOKLINE HIGH SCHOOL  
GRADUATION AWARDS  
JUNE 14, 2003**

**National Honor Society**

Meaghan Adamyk	Christina Hart
Mark Bilotta	Molly House
Laura Bozzuto	Gina Karwoski
Brian Bumpus	Jessica Lewis
Erica Busse	Kerren McKeeman
Nicole Carelli	Lisa Miragliuolo
Kenneth Cleveland	Erin O'Malley
Amanda Decker	Kristen Rhodes
Sarah Ferguson	Lindsey Simon
Julia Fries	Jennifer Sorenson
Joseph Goldberg	Briana Spence
Andrea Griem	Catherine White
Nicole Gunderson	

**Tri-M Music Honor Society**

Laura Bozzuto	Janelle Moffit
Amanda Decker	Kate Orcutt
Joseph Goldberg	Lynn Suter
Len Grillo	Catherine White
Daniel Hartman	Adam Wiedmer
Jessica Lewis	

**Foreign Language Honor Society**

Jennifer Adams	Erin O'Malley
Laura Bozzuto	Kaitlyn O'Shaughnessy
Nicole Carelli	Kristin Rhodes
Jennifer Conroy	Briana Spence
Sarah Ferguson	Lynn Suter
Joseph Goldberg	Julia Waugaman
Molly House	Catherine White
Kerren McKeeman	Katie Yamamoto
Lisa Miragliuolo	

**Richard Maghakian Memorial Scholarship**

Kim Dulac

**Hollis Brookline Rotary Scholarships**

Nicole Carell

Shelley Dukelow

Matthew Dutile

Andrea Griem

**Angela Adams Memorial Scholarship**

Jamie Lynn Cathcart

**Southern New Hampshire Medical Center Scholarship**

Stacey Burkholder

**United States Air Force Academy Commission**

Tom Desrochers

**Ruth E. Wheeler Scholarship**

Erin O'Malley

**Hollis Education Association Scholarship**

Kim Ford

**Nancy Archambault Ratta Memorial Scholarship**

Sarah Gaskill

Marc Robinson

Katarina Sengstaken

**Atrium Dodds Scholarship**

Brian Bumpus

Kenneth Cleveland

Gina Karwoski

**Amherst Orthodontics Scientific Woman's Scholarship**

Laura Bozzuto

**S-TEAM for Youth Scholarship**

Kim Ford

**Colonial Garden Club of Hollis**

Sarah Corniveau

**Hollis Woman's Club Scholarship**

Erica Busse

**Hollis Woman's Club Vocational Scholarship**

Amber Pitarys

**Charles Zylonis Memorial Scholarship**

Meghan Coleman and Lara Skilins



**Community Christmas Card Scholarships**

Jenna DeBoisbriand.

Amber Pitarys

**Hollis Brookline Veterans of Foreign Wars Post 11373, Lawrence L. Waitt Memorial Scholarship**

Kenneth Cleveland

**The Anna-May Samson Flahive Award**

Ashley Thatcher

**The Principal's Leadership Recognition Award**

Kerren McKeeman.

**Wentworth Institute of Technology Scholarship**

Geoffrey McAllister

Actor Singers of Nashua

Geoffrey McAllister

**Hollis Brookline High School Booster Club Leadership Scholarships**

Brian Bumpus

Jonathan Kimball

Samantha Leonard

**Hollis Brookline High School Booster Club Scholarships**

Meghan Coleman

Tyler Hardy

Matthew Hotin

Alex Lawner

Kelsey McBride

Jennifer Osowski

**The Brookline Women's Club Scholarship**

Tessa Kelley

**The Cavalier of the Year Award**

Amanda Decker

**Coach Korcoulis Scholarship**

Tyler Hardy

**Ed Berna Memorial Scholarship**

Jennifer Belanger

**French Honor Scholarship**

Kerren McKeeman

**The Rotary Club of Nashua West Suzie Fund**

Jennifer Belanger

**John M. Doll Scholarship**  
Kenneth Cleveland

**The Spanish Honor Scholarship**  
Erin O'Malley

**Southern Virginia University Academic Scholarship**  
Molly Murphy

**Arizona State University Sun Devil Scholarship**  
Matthew Dutile

**Virginia Polytechnic Institute - Marshall Hahn Engineering Scholarship**  
Ryan Fischer

**Dollars for Scholars Scholarships**  
Erica Busse                      Lindsay Mullen  
Laura Bozzuto                Briana Spence  
Jessica Lewis                Sean Spence

**William E. and Lorraine W. Dubben/Dollars for Scholars Scholarships**  
Jennifer Belanger            Tamarra Geno  
Mark Bilotta                Christina Hart  
Kimberly Dulac

# COLLEGES THAT ACCEPTED HOLLIS/BROOKLINE GRADUATES

## 2002/2003

Adelphi University	Hudson Valley Community College	Radford University
Anzona State University	Indiana State University	Rensselaer Polytechnic Institute
Art Institute of Boston/Lesley University	Indiana Wesleyan University	Rice University
Babson College	International Academy of Design & Technology	Ringling School of Art and Design
Bentley College	Ithaca College	Rivier College
Boston College	James Madison University	Rochester Institute of Technology
Boston University	John Hopkins University	Sacred Heart University
Bowdoin College	Johnson & Wales University	Salve Regina University
Bowling Green State University	Keene State College	Seton Hall University
Brown University	Lafayette College	Skidmore College
Bryant College	Lasalle University	South Carolina State University
Bucknell University	Lasell College	Southampton College, Long Island University
Cape Cod Community College	Lehigh University	Southern Connecticut State University
Castleton State College	Lock Haven University	Southern Maine Technical College
Champlain College	Long Island University	Southern New Hampshire University
Chicago Institute of Art	Loyola College	Southern Vermont College
Clarion University	Loyola University	Southern Virginia University
Clark University	Loyola University Chicago	Springfield College
Coastal Carolina University	Lynchburg College	St Anselm College
Colby College	MacIntosh College	St Michael's College
Colby-Sawyer College	Maine Maritime Academy	Stevens Institute of Technology
Colgate University	Marymount Manhattan College	Stonehill College
College of St. Joseph	Massachusetts College of Liberal Arts	SUNY College of Agriculture & Tech/Cobleskill
College of the Holy Cross	Massachusetts College of Pharmacy/Health Sciences	SUNY College of Technology/Canton
Colorado State University	McGill University	Sweet Briar College
Connecticut College	Merrimack College	Syracuse University
Cornell University	Middlebury College	The Citadel
Daemen College	Middlesex Community College	Tufts University
Daniel Webster College	Millersville University	Union College
Dartmouth College	Mount Ida College	University of Alaska/Fairbanks
Davidson College	Muhlenberg College	University of Buffalo
Daytona Beach Community College	New England College	University of Colorado/Boulder
DePauw University	New England Institute of Art & Communications	University of Connecticut
Drexel University	New England School of Communications	University of Connecticut/Storrs
Earlham College	New Hampshire Community Technical College/Nashua	University of Delaware
East Carolina University	New Hampshire Technical Institute/Concord	University of Hartford
Eckerd College	New York University	University of Maine/Farmington
Edinboro University	Northeastern University	University of Maine/Orono
Elmira College	Northern Arizona University	University of Massachusetts/Amherst
Elms College	Norwich University	University of Massachusetts/Lowell
Elon University	Ohio State College	University of Miami
Embry Riddle	Onodaga Community College	University of Michigan
Emmanuel College	Pennsylvania State University	University of Minnesota
Endicott College	Philadelphia University	University of New England
Fairfield University	Plymouth State College	University of New Hampshire
Fairleigh Dickinson University	Pratt Institute of Art	University of New Hampshire/Manchester
Fitchburg State College	Pratt University	University of New Hampshire/Thompson School
Franklin Pierce College	Providence College	University of New Haven
George Mason University	Purchase College	University of Rhode Island
Georgia Institute of Technology	Purdue University	University of Rochester
Georgia Southern University	Quinnipiac University	University of San Francisco
Gettysburg College		University of Scranton
Green Mountain College		University of Southern Maine
Hamilton College		
Hampshire College		
Hartwick College		
Hobart and William Smith Colleges		

**COLLEGES THAT ACCEPTED HOLLIS/BROOKLINE GRADUATES  
2002/2003**

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University of St. Thomas  
University of Tampa  
University of Vermont  
US Air Force Academy  
Vassar College  
Virginia Polytechnic Institute  
Virginia Wesleyan College  
Wagner College  
Weber State University  
Wells College  
Wentworth Institute of Technology  
Western New England College  
Western New England University  
Western State College  
Westfield State College  
Wheaton College  
Williams College  
Worcester Polytechnic Institute

# Notes

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**- IN AN EMERGENCY -**

**\* FIRE \* POLICE \***

**\* AMBULANCE\***

**911**

Non-Emergency - Police.....673-3755

Non-Emergency - Fire & Ambulance.....465-3636

**Town Offices - 673-8855**

Town Clerk/Tax Collector..... Ext. 218

Nancy Howard - Monday thru Friday, 8 am - 2 pm, Wed. 6-9 pm  
and last Saturday of the month, 9 am-noon

Selectmen..... Ext. 214

Rena Duncklee, Executive Assistant/Office Manager - Monday thru  
Friday, 8 am - 2:00 pm

Planning Board..... Ext. 215

Valerie Maurer, Secretary - Monday thru Friday, 8 am - 2:00 pm

Assessors/Zoning Board of Adjustment.....Ext. 216

Carole Tafe, Secretary - Monday thru Friday 8 am - 2 pm

Building Inspector..... Ext. 212

Monday thru Thursday, 8:00 - 10:00 am